

Vacancy Announcement

Founded in 1956, DRC Danish Refugee Council is Denmark's largest, and a leading international NGO. We have continuously been ranked as one of the best NGOs in the world - and are one of the few with a specific expertise in forced displacement. In over 40 countries, we protect, advocate and build sustainable futures for refugees and other displacement-affected people and communities.

To support and strengthen the DRC programme in Myanmar, we are looking for highly motivated and capable candidates to fill the position of

Economic Recovery Officer - (1) Post

Duty Station	Bhamo, Kachin State (Myitkyina as Interim Duty Station)
Report to	Economic Recovery Team Leader

Overall purpose of the role:

Responsible to implement economic recovery activities and technical assistance to the local partners ensuring achievement of project objectives and outputs (targets), reporting and coordination with other agencies, INGOs/Local NGOs in the DRC/DDG target area in Kachin State (Bhamo district).

Responsibilities

Implementation of Economic Recovery programme

- Conduct field visits to identify locations to implement EcRec activities: CVA, agriculture activities, livestock activities, financial inclusion activities, etc.
- Mobilize the target communities including forming project management committees.
- Coordinate with other sectoral teams in the organization and out of organization as necessary.
- Implement day-to-day economic recovery project activities.
- Develop yearly plan and monthly plan for the assigned targets.
- Assist joint monitoring visits with other implementing partners.
- Contribute to the funding proposals and donor reports by providing local data and information.
- Work effectively with finance team, supply chain team, and HR team for successful activity implementations.
- Responsible as an EcRec focal person in the area.
- Facilitate and follow-up on timely organisation of logistics and procurement requirements.

Reporting and Coordination

- Record the activity data and output data according to the provided formats.
- Update the progress data regularly in the project databases.
- Conduct field visits to study progress and collect success stories.
- Coordinate regular team planning meetings (TPMs) and review meetings with the EcRec team members.
- Provide updates in oral as frequently as needed and in written monthly report about EcRec activities to the EcRec PM.
- Join the regular meetings organized by the EcRec PM and the organization.
- Act as technical focal point at field level for local authorities and other humanitarian organizations as necessary.
- Establish and maintain relationships with community representatives, government counterparts, and other humanitarian agencies on the livelihoods sector ensuring transparency and coordination.

Local Partner Support

- Coordinate with the EcRec PM and the Partnership Specialist to support the local partners.
- Assist the EcRec PM and the Partnership Specialist in SGA process with the local partners.
- Assist the EcRec PM in the project management with the local partners.
- Assist the EcRec PM in EcRec technical support to the local partners.
- Built the productive relationship with the local partners and coordinate with the EcRec PM to provide technical assistance and advice in time.
- Visit and meet with the local partners regularly ensuring they implement the funding successfully.
- Update the progress regularly to and get guidance from the EcRec PM.

Experience and technical competencies:

- Education to a university graduate degree level in a relevant field will be preferred.
- Previous humanitarian experience with an INGOs, or Local NGO.
- Previous experience in similar positions for at least 2 years.
- Experience of implementing and monitoring livelihood (EcRec) programmes.
- Experience of implementing CVA, income generating activities (IGAs), agriculture-based livelihood activities, livestock activities, etc.
- Experience of monitoring progress of planned programmes and reporting on programme activities in a timely and professional manner.
- Experience of working and supporting the local partners.
- Experience of working with other relevant stakeholders including local governments, and other NGOs / INGOs.
- Experience in training people.
- Experience in working in Bhamo area and instable situations.
- Livelihoods or/and Livelihood Sustainable Framework (SLF) training.
- Relevant educational and/or professional backgrounds in either rural/agricultural and/or urban (e.g. income generating activities, small enterprises, vocational skills training, apprenticeship training) livelihoods fields are preferred.
- Fluency in English, Myanmar and Kachin Languages preferred.

All DRC roles require the post-holder to master DRC's core competencies :

- **Striving for excellence:** Focusing on reaching results while ensuring efficient processes.
- **Collaborating:** Involving relevant parties and encouraging feedback.
- **Taking the lead:** Taking ownership and initiative while aiming for innovation.
- **Communicating:** Listening and speaking effectively and honestly.
- **Demonstrating integrity:** Upholding and promoting the highest standards of ethical and professional conduct in relation to DRC's values and Code of Conduct, including safeguarding against sexual exploitation, abuse and harassment.

Conditions

Contract: DRC will offer the successful applicant a DRC's Regular contract including 3-month probation period. Renewable depends on both funding and performance. Salary and conditions will be in accordance with DRC's Terms of Employment. The position is in Employment Band H-non-management.

Application and CV

Interested? Click [here](#) to apply. Please send your application, in English, no later than **6th June 2025**.

CV only applications will not be considered.

(Applications will be reviewed on a rolling basis, and shortlisted candidates may be contacted for interview/an offer made before the advertised closing date)