



မြန်မာလူမှုဖွံ့ဖြိုးမြှင့်တင်ရေးအဖွဲ့

Myanmar Enhancement to Empower Tribal – MEET

No. 453, Taw win street, 7th Ward, ShwePyiThar Township, Yangon

Contact: 95-09-426-060-275

VACANCY ANNOUNCEMENT

Job Title	Psychosocial Support Facilitator (Emergency Response)
Number of Positions	5
Employment status	Contract
Project Duration	6 months (Possible for extension)
Location	Mandalay and Sagaing
Travel	Travel as necessary
Reports to	Project Coordinator
Closing Date	30 April 2025

Myanmar Enhancement to Empower Tribal (**MEET**) is a local nongovernmental organization focused on humanitarian and development works for Tribal communities in Myanmar. It aims to enhance the sustainable development of Tribals with a holistic approach program by networking with other NGOs. Objectives of MEET are; to help and build the economic and social infrastructures for the tribal in Myanmar; to increase the local food production sustains and food security; to create job opportunity for Myanmar tribal in the areas of WASH, Livelihoods, Nutrition, Education, Health, Relief, Rehabilitation, Peace, Humanitarian and Social protections.

Key Responsibilities

Duties and Responsibilities: Under the direct supervision and guidance of the Project Coordinator, the Psychosocial Support Facilitator is responsible for;

- ❖ Assist in conducting needs assessments, focus group discussions, and key informant interviews to gauge community needs and receptivity to program initiatives.
- ❖ Promote and ensure the inclusive participation of affected children, youth, and others, being sensitive to age considerations.
- ❖ Facilitate PSS activities sessions provided to at-risk children, youth, and others, such as: awareness raising events, PSS activities, resilience activities, refresher games, Art-based social connectedness activities, etc.
- ❖ Mobilize communities in the facilitation of camp/village-based activities, particularly selecting TLS and participatory activities to ensure an effective facilitation session.
- ❖ Conduct PSS sessions, both on-site and mobile activities, using structured curriculum/manuals on various topics, including personal protection, safety, stress management, coping mechanisms, and self-care related to psychosocial topics.
- ❖ Work closely with the Community to support and enhance community-based workshops and initiatives, including co-facilitating sessions to ensure effective engagement and delivery of content.
- ❖ Assist the Community Initiatives in providing support for the implementation of community-based initiatives as needed, ensuring alignment with project goals and community needs.
- ❖ Provide psychoeducation, skills building, awareness raising, and structured recreational activities to groups and communities based on needs.
- ❖ Develop monthly and weekly schedules, along with daily plans for each PSS session, in alignment with the existing PSS curriculum and activity plan. Prepare necessary materials and visual aids in advance.



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- ❖ Select and adapt PSS materials, teaching methods, and resources to suit the specific needs of the community.
- ❖ Identify additional support needs and facilitate referrals for case management, legal assistance, cash support, and mental health services.
- ❖ Track participants' well-being, attendance, and specific requirements, maintaining regular communication regarding updates and changes to PSS schedules.
- ❖ Document feedback from beneficiaries and community members regarding PSS activities, identifying any gaps in service delivery.
- ❖ Supervise classes to ensure all participants can learn in a safe, secure, and productive environment.
- ❖ Must be capable of delivering and supporting Formal and Early Childhood Care and Development (ECCD) education.
- ❖ Ensure accurate daily attendance records are maintained in the participants' attendance books.
- ❖ Deliver individualized guidance to each participant through interactive learning approaches.
- ❖ Ensure the Temporary Learning Space (TLS) remains arranged and clean at all times.
- ❖ Assess and evaluate participant development progress and prepare a record card periodically for further distribution.
- ❖ Attend community events and children-related meetings organized in the camp/village.
- ❖ Perform any other tasks as requested by the supervisor.

Skills and Requirements

- ❖ University Graduate or Professional Certificate/Diploma in a relevant Field or ECCD
- ❖ Minimum of 2 years' experience in a similar position or field
- ❖ Flexibility - ability to work with multi-cultural people, open-minded, good communication skills, ability to listen, and diplomacy
- ❖ Strong interpersonal and organizational skills with the ability to assist staff and address conflicts as necessary
- ❖ Ability to travel to field sites frequently, Good teamwork, Honesty, and Integrity
- ❖ Excellent communication (verbal and written) skills in Myanmar and English;
- ❖ Ability to work systematically, accurately, independently, and under pressure
- ❖ Computer skills (Office applications); knowledge of information systems is an asset

APPLICATION INSTRUCTIONS

Interested persons are requested to submit a motivation letter plus curriculum vitae to the MEET organization at marywin1979a@gmail.com and c/c at meet.tribal@gmail.com, mentioning the subject line “**Psychosocial Support Facilitator**” **not later than 30 April 2025**.

Applicants from the project areas will be prioritized. Females are encouraged to apply.

Note: Only short-listed candidates will be contacted for personal interviews, and women candidates are strongly encouraged to apply for all positions. MEET is committed to the well-being



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of children, together with Gender equity and the Protection of Sexual Exploitation and Abuse (PSEA). All staff members are required to sign and adhere to the CoC and PSEA policy at all times. Early application is encouraged as we will review applications throughout the advertising period, and the right to close the advert early is reserved.