

Save the Children is the world's leading independent organisation for children. It is a dual mandate organization and focuses on development and emergency response. We are currently working in 120 countries around the world touching the lives of 125 million children. Our mission is to inspire breakthroughs in the way the world treats children, and to achieve immediate and lasting change in their lives.

Save the Children has been working in Myanmar since 1995. Our programmes include Maternal and Child Health, Nutrition, HIV/AIDS, WASH, Education, Food Security and Livelihoods, Child Protection and Child Rights Governance and Humanitarian Responses in across the country.

Save the Children offers attractive salary including non-salary benefits which consists of paid medical benefits, various leave benefits, accident insurance, severance and other allowances.

We are currently inviting motivated and talented individuals to apply for **Project Officer (CHSS and training)** position based in Hpa An, Kayin State. Please see the following detailed information.

SAVE THE CHILDREN INTERNATIONAL
VACANCY ANNOUNCEMENT
(FOR MYANMAR NATIONAL ONLY)
ROLE PROFILE

TITLE: Project Officer (CHSS and training)	
TEAM/PROGRAMME: Programme Implementation	LOCATION: Hpa An, Kayin State
Number of Position: 1 GRADE: NAT- 4	CONTRACT LENGTH: Fixed Term
CHILD SAFEGUARDING: Level 3: the role holder will have contact with children and/or young people either frequently (e.g. once a week or more) or intensively (e.g. four days in one month or more or overnight) because they work in country programs; or are visiting country programs; ore because they are responsible for implementing vetting process staff.	
ROLE PURPOSE: Save the Children is working in partnership with Christian Aid and Karen Baptist Convention Social Mission (KBCSM) being a member of the Partners Health Access in Southeast Myanmar (PHASEM) consortium implementing primary health care project in Kayin state. The project strategy is based on a two-fold focus i.e. a. Strengthening sustainable community-based health care delivery by expanding the number of community-based health workers (CBHWs) and more engagement of village health committees taking ownership of community health activities by strengthening their governance structures and community roles in managing CBHW networks and facilitate linkages with health services delivered by other agencies including I/NGOs, CSO, and CBOs b. introducing localisation of aid approach to strengthen the capacity of KBCSM enabling its function appropriately to discharge all responsibilities to implement CHSS activities. Thus, the Project Officer (CHSS and Training) facilitates and supports the effective and successful planning, implementation, monitoring, and evaluation of CHSS activities in the township and villages/wards assigned in collaboration with partner organization KBCSM under the supervision of the Project Coordinator.	
SCOPE OF ROLE:	

Reports to: Project Coordinator (CHSS and Partnership)

Direct Reports: Nil

Financial Approval: When delegated

Travel: Frequent (over 6 days per month)

KEY AREAS OF ACCOUNTABILITY:

Project Delivery:

- Share the responsibility with the Project Coordinator (CHSS and Partnership) for the timely, efficient, and effective implementation of the CHSS activities in the assigned township through the partner organization.
- Implement project activities in accordance with the work plans and budgets.
- Organize, administer, and facilitate capacity-building activities.
- Ensure the smooth implementation of CHSS activities in assigned townships through partners organization and closely monitor the progress of Partner's activities related to the CHSS.
- Assist in accessing the quality and capacity of CBHWs and VHCs in the project coverage area and participate in the planning and conducting process of need-based capacity-building training for CBHWs and VHCs.
- Monitor and collect project data, such as referral data, CBHWs/ VHC data, training data, etc., from partner organizations. Report to the Project coordinator in a timely manner and send it to the MEAL Officer on a monthly basis.
- Provide to Project Coordinator sound explanations for any significant variance (beyond SCI accepted limits) from work plan and budget plan, together with proposed actions to remedy this situation.
- Monitor documented and report the progress of project activities in geographic area/s of assignment.
- Assist Project Manager and Project Coordinator with periodic reporting and technical points.
- Collaborate with team members to ensure the effective monitoring, evaluation, and documentation of the project(s).
- Ensure the projects meet our accountability standards and that effective accountability systems are in place.
- Represent SCI in coordinating with local authorities and partners in their area of jurisdiction.
- Ensure that project resources for their location are used optimally, expenditures comply with Essential Standards, and inputs and funds are supplied to project villages/wards in a timely manner.
- To support the delivery of other technical training, such as using MS Excel, MS PowerPoint, and other data management software.
- Support in Setting up systems for geographical mapping of programming locations and data to support visual display and analysis of information as part of Health Data Management.
- Coordinate with and support partner organisations of the project.
- Assist in developing training manuals and IEC materials.
- Conduct thematic/sector-specific skill-building sessions among community members and other stakeholders in area of assignment.
- To anticipate the emergency health response in need at the assigned area

Child Safeguarding Responsibilities



- Ensure that all beneficiaries of the program are receiving ongoing, age-appropriate verbal or written information in relevant languages about Save the Children's Child Safeguarding Policy and Code of Conduct.

BEHAVIOURS (Values in Practice)

Accountability:

- Holds self accountable for making decisions, managing resources efficiently, achieving and role modelling Save the Children values
- Holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved.

Ambition:

- Sets ambitious and challenging goals for themselves and their team, takes responsibility for their own personal development and encourages their team to do the same
- Widely shares their personal vision for Save the Children, engages and motivates others
- Future orientated, thinks strategically and on a global scale.

Collaboration:

- Builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters
- Values diversity, sees it as a source of competitive strength
- Approachable, good listener, easy to talk to.

Creativity:

- Develops and encourages new and innovative solutions
- Willing to take disciplined risks.

Integrity:

- Honest, encourages openness and transparency; demonstrates highest levels of integrity
- Always acts in the best interests of children

QUALIFICATIONS, EXPERIENCE AND SKILLS

- Bachelor's degree in health or public health-related preferably.
- At least 4 years' experience in implementing development or humanitarian programs
- Experience in Health programming (PHC, MNCH, Nutrition and HSS).
- Experience working on community-driven projects, supporting community structures and leaders to implement projects.
- Experience and knowledge in community-based health financing will be an asset. (e.g. community health funds)
- Understanding of the local context of Kayin State and previous experience in a conflict setting will be an asset.
- Demonstrated skills, experience, and knowledge of community development; working with children and on children's issues; and working in partnership with other organisations.
- Strong ability to work in a participatory way and within a team, strong facilitation and training skills.
- Experience and knowledge of effective financial and budgetary controls for the grant.
- Ability and willingness to travel to remote areas as assigned.
- Ability to work under high pressure to meet tight deadlines.
- Computer proficiency, especially MS Word and Excel.
- Strong interpersonal and community development skills.
- Excellent communication skills in the local language will be an asset.
- Commitment to and understanding of Save the Children's aims, values and principles

Additional job responsibilities

The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties within reasonableness of their level of skills and experience.

Equal Opportunities

The role holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures.

Child Safeguarding:

We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.

All staff has an obligation and a responsibility to:

- Ensure they fully understand the provisions of the Child Safeguarding Policy, the Code of Conduct and Local/Country Procedures.
- Conduct themselves in accordance with the rules of the Child Safeguarding Policy, in their personal and professional lives – which includes reporting suspicions of child abuse.
- Ensure the way they are carrying out their work is not putting children at risk (or further risk) – this means constantly scrutinizing their work through a child safeguarding lens and talking to children about possible design/implementation “flaws”.
- Promote the message of child safeguarding to colleagues in other organizations and government ministries, children in their own and beneficiary families, and community members in general.
- Be vigilant about observing possible child abuse/harm in their personal and professional lives.

All managers have the above responsibilities as well as ensuring

- Their staff are doing the above.
- That child safeguarding is integrated and given a “voice” in all management processes including recruitment, induction, performance management, team meetings, annual planning processes, field level monitoring, etc.

Safeguarding our Staff:

The post holder is required to carry out the duties in accordance with the SCI anti-harassment policy.

Health and Safety

The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures.

Interested and qualified candidates are invited to apply an Application Letter and Curriculum Vitae to the link below:

To apply: [Click Here](#)

Closing Date: 15 July 2024 (Monday)

User Guide for Applicants at SCI: [Click Here](#)

Candidates are also requested to mention in the applications if there is, blood/marriage relationships with the existing Save the Children employees. No requirement of photo or copy of certificates and only short-listed candidates will be contacted.

Remark: For those who failed to mention or incorrectly mention the apply position title, Programme/Sector name and location in their applications, we will consider those as disqualify and we will not consider for short list.