



Myanmar Health Assistant Association

Terms of Reference (TOR)

Service/ Work Description	Consultant for Personal Safety & Security Training
Location of Assignment	Yangon
Type of Contract	Consultancy
Duration	Two Days during June, 2025
Expected Start Date	Third Week of June, 2025

1. Background

Myanmar Health Assistant Association (MHAA) is organized with Health Assistants and is a national association of public health professionals striving towards accessible and equitable quality public health services through health promotion, prevention and control of diseases. MHAA stands as a united, independent organization earning public trust and international recognition. MHAA works in Myanmar to execute health programs that focus on strengthening and enhancing community access to coordinated, effective, and comprehensive health care services. MHAA is actively implementing programs in 94 townships of Myanmar in the areas of disease control, RMNCHN, WASH and emergency response. Accountability, respect for human dignity, empathy, non-discrimination, integrity, and professionalism are among the MHAA's core values. Please visit www.myanmarhhaa.org to learn more about the MHAA.

2. Objective

The main objectives of the consultancy are

- To ensure staff are familiar with personal safety and security standard and procedures, and understand how to conduct a security risk assessment.

- To equip staff with techniques for staying safe, including travel safety, digital security, personal protective strategies, and emergency communication protocols.
- To train staff on how to respond effectively to emergency situations such as natural disasters, and manmade disasters.
- To prepare individuals to manage stress and maintain mental well-being in potentially dangerous or high-stress environments.

3. Output/Deliverables

- Participate in preparatory meetings and ongoing communication with the host organization (MHAA) to align expectations, understand the context, and finalize logistics.
- Develop the training modules, design, agenda, PowerPoint presentation, training tools, pre and posttest, evaluation form etc.
- Coordinate well with focal staff from MHAA throughout the planning and implementation process to ensure smooth training delivery.
- Submit a brief training report and share necessary documents including PowerPoint (if applicable).

4. Qualification

- A minimum of 5-year practical experience in the field on safety and security, preferably in humanitarian or development settings.
- Formal training in safety and security, with demonstrated expertise in applying these practices in local or high-risk contexts.
- Excellent report writing and communication skills
- Proficiency in humanitarian safety & security procedures is required.

5. Application Deadline

- 6th June 2025

Interested Individual Consultancy and Group Bidders have to submit a draft budget for this Consultancy (Quotation) and CVs of the consultants to hr.recruitment@myanmarhaa.org

MHAA is an equal opportunities employer. We welcome applications from all qualified candidates regardless of race, ethnic origin, religion, age, gender, sexual orientation or disability. In an effort to improve the gender balance within the organization, qualified female candidates are strongly encouraged to apply for.

HR Unit

Myanmar Health Assistant Association (MHAA)

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