

Terms of Reference

Consultant: Context Analyst

Position Summary

The Project is seeking a **proactive, dynamic and experienced Context Analyst** to support and contribute to the project activities, with social cohesion and conflict transformation background. The **Context Analyst** will lead the context analysis report and ensure producing high quality written documentation and reporting to the Project Manager and 20% travel to project target areas.

About the Position

The analyst is responsible for supporting the technical based implementation of project objectives with creativity and diligence together with the project manager and team. The analyst will work to develop strong relationships with key partners, develop the technical framework at the community level and analysis on the findings. This position will work closely with, and report to, the project manager.

Reports to: Project Manager

Department: Programs

Duty Station: Yangon

Key Responsibilities

- Provide weekly brief context updates at senior management meetings and ensure important safety incidents are informed
- Support stakeholders in a routine quality data management system
- Coach communities in regular context monitoring, analysis and report writing to ensure relevant issues are captured in quality reporting
- Facilitate regular reflection on country trends analysis within team to upkeep with the context, and provide capacity building training to the team and stakeholders as necessary
- Lead context analysis reporting every two months and ensure producing high quality written documentation, based on need produce rapid context brief as situation deems important

To be successful in this role, you must have / be:

Essential Qualifications

- Bachelor's/ Master's degree or equivalent in social science, peace studies.
- At least 5 years proven experience in context analysis work in international organizations whether full time or consultancy.
- Previous experience of working on projects with peacebuilding and conflict prevention with strong understanding in the field.
- Previous experience in data management, analysis, report writing and technical framework enforcement, on mix method (qualitative and quantitative).
- Excellent writing skills on analysis reports in English and Burmese.
- Proven experience in building strong relationships, and excellent interpersonal and networking skills, across diverse stakeholders.
- Strong leadership, management and coordination skills with excellent motivation and team building skills.
- A high level of personal efficiency, motivation and ability to balance multiple urgent or important tasks
- Demonstrated attention to detail and procedures, as well as work independently
- A positive personality, who sees challenges as growth and learning, and proactively finds solutions to problems
- Proficiency of Burmese and English languages in both written and speaking

To apply, interested candidates should: **Send a cover letter and current resume and please indicate TOR_ Context Analyst** to our recruitment email: humresteam@protonmail.com, not later than **05 July 2024**, as the position is opening for **ASAP** the received candidate may invite for interview before the deadline.

Include the following in your cover letter:

- Your relevant experience and knowledge, with reference to the job advertisement
- Available start date
- Expected Salary