



Terms of Reference (TOR)

Job title: Portfolio Manager, Inclusive Markets

Job location: Southern Shan State

Background

HEKS/EPER globally works towards a more humane and more equitable world, assisting people and communities irrespective of their religion to overcome economic, social, or humanitarian disparities in order to gain autonomy and to live with dignity both in Switzerland and abroad. HEKS/EPER commenced working in Myanmar in 2017 as part of an initial pilot phase to explore new and innovative approaches towards development cooperation. The main focus of HEKS' work in Myanmar has been responding to the needs and challenges of smallholder farmer in a sustainable way. This has involved working to facilitate systemic changes in the agri-food sector through close engagement of the private sector and other partners. It has also involved supporting opportunities for skills development, entrepreneurship and employment, particularly for disadvantaged groups. HEKS/EPER is now looking for a talented individual who meets the following qualifications.

Minimum Qualifications and Experience:

- Master's degree (or a bachelor's degree with equivalent experience) in Agri-Business, Agriculture, Business Administration, or other related fields.
- Specific training in Social Entrepreneurship, Value Chain/Market System Development, Climate Resilient Agriculture and Innovation are a plus.
- At least 7 years of work experience in agricultural businesses, support to the agricultural sector within an NGO, business incubation, or other related work. Experience in development projects is not required.
- Very good command of English (spoken and written).
- Strong communication, interpersonal, and analytical skills with a business mindset.
- Demonstrated ability to work independently as well as collaboratively in a team.
- Ability to work under pressure. Must demonstrate positive behaviors and attitudes, including adaptability, problem-solving, and emotional intelligence, while fostering mutual respect among team members.
- High flexibility and curiosity for innovative solutions to longstanding challenges.
- Demonstrated cultural sensitivity and sound judgment.
- Proven success in working collaboratively with different stakeholders, including experience working in the private sector.
- Willingness to travel within Myanmar and potentially outside Myanmar occasionally.



Job Description:

The job holder will support the Country Team Leader in developing HEKS/EPER's programme in Myanmar by fostering innovative solutions to the challenges of smallholder farmers, testing and upscaling various approaches and partnerships with private and public stakeholders, and enabling Myanmar's social entrepreneurs to grow. For this, they will:

- Undertake relevant data collection and analysis on agricultural market systems/value chains to identify constraints and opportunities for inclusive market development.
- Able to conduct and lead required in-depth assessments, particularly market assessments.
- Contribute to the design of HEKS Myanmar's interventions on market-system/value chains, supply chains, and inclusive business development in collaboration with businesses and organizations.
- Be the lead person responsible for managing and monitoring projects or project partnerships, responsible for all steps of project cycle management (design, implementation, reporting, etc)
- Coordinate between partners and other service providers for consultancy projects.
- Provide technical expertise or relevant training to local or international NGOs, private-sector actors, and other relevant stakeholders (as a consultant or within a project) related to agriculture, supply chains, and market-based solutions to agriculture.
- Prepare and submit donor, HQ, and project reports in a timely and accurate manner, ensuring compliance with reporting requirements and organizational standards.
- Network with relevant actors in the respective thematic field.
- Contribute to acquisition activities, including proposal development.
- Facilitate market linkages and collaborations among key stakeholders, including farmers, traders, and private sector partners, to strengthen value chains, enhance market access, and promote inclusive and climate-resilient agricultural development.

Final Provisions:

The tasks and responsibilities in this Job Description will be revised and updated according to the Myanmar Staff Regulations and Employment Contracts being developed. Employees may also be asked to perform duties and tasks not covered in this job description within the remit of their expertise and provide support to other areas when necessary.



We offer:

- A challenging position with the possibility to develop and implement innovative and impactful projects;
- A one-year, renewable contract;
- Starting date: April or May 2025 or upon agreement. We aim to fill the position as soon as possible.
- Duty station: Taunggyi, Southern Shan State.

Additional information:

Only shortlisted candidates will be contacted for an interview.

We look forward to receiving your cover letter, CV and two references by the 25th of March 2025. Only shortlisted candidates will be contacted. The application process will involve interviews and a written test in Myanmar and English. Please send your electronic application to nang.sankham@heks-eper.org.