



**Vacancy Announcement**  
**NRC MM 2025/ VA N0-005**  
**Norwegian Refugee Council, Myanmar**

NRC Myanmar is now seeking a National candidate for The “**ICLA Coordinator**” to support of programme technical core competency base in the Country Office, Yangon. Please refer to the following for more and details.

**About position**

- ICLA Coordinator
- Based in: Yangon
- Report to: ICLA Specialist
- Travel: 20 %
- Grade 7 in NRC’s Salary Scale (Annual 13<sup>th</sup> months’ salary, NRC MM Health Insurance Package, Leave entitlements etc.) with accompanying terms and conditions.
- Fixed-term national contract.

**Responsibilities**

1. Adherence to NRC policies, guidance, and procedures
2. Ensure that projects target beneficiaries most in need of protection, explore and asses new and better ways to assist
3. Promote the rights of IDPs/returnees in line with the advocacy strategy
4. Contribute with Legal assistance specific technical competence to the development of strategy, Macro LogFrame, and Plan of Action
5. Contribute with legal assistance specific competence to programme development, adjustment or review on legal identity documentation and housing, land, property rights (HLP)
6. Conduct legal assistance specific technical assessment and present recommendations
7. Conduct legal assistance specific technical research and document findings and recommendations
8. Provide legal assistance specific technical input to coordination mechanism (e.g. cluster coordination) and working groups
9. Develop legal assistance specific technical indicators and mechanism for M&E
10. Develop legal assistance specific technical guidance, tools, and mechanism
11. Contribute to organisational learning through the provision of specific technical analysis, lessons learnt, and reports

Please review the details about the job description at this [link](#).

**Qualifications**

- University degree in Law or related field of international human rights law or other relevant educational background (political science, international relations, etc). combined with relevant professional experience.
- Excellent understanding of protection principles and relevant International Human rights Law, International Humanitarian Law, right to nationality and International Refugee Law standards.
- Proven experience in managing and coaching project teams with a focus on technical skills and confidence building approaches.
- Good knowledge and understanding of logistical, budgetary and organizational requirements
- Computer skills (common software program)
- Experience in report writing



### Important information about the application process

- **Internal candidates:** - log in with your **official NRC email address** or **click on Opportunity Marketplace**.
- **This position is open to Burmese Nationals candidates only.**
- When creating your profile, include your full name as per your passport.
- **Apply by completing all the system-required fields** of your experience, employment history, and education including the contact details of two referees' persons in your application.
- Ensure to **attach your latest CV**.
- Submit your application and CV **in English**.
- Don't meet every single requirement? Studies have shown that women and people of colour are less likely to apply to jobs unless they meet every single qualification. NRC is dedicated to building a diverse and inclusive workplace, so if you're excited about this role and you meet most, but not all the requirements, we encourage you to apply anyway.
- Applications that do not meet the minimum standards in terms of experience or qualifications will generally not be considered.
- **Unsolicited applications not related to this specific job advertisement will not be considered.**
- Only shortlisted candidates will be contacted. We receive many applicants for each vacant position. Unfortunately, we do not have the resources to give detailed feedback to applicants who have not been shortlisted.
- Interested individuals are requested to apply through the provided links before **7<sup>th</sup> February 2025, 5:00 PM** Myanmar Time as internal and external candidates.

### Links to VA for the application:

[View the internal job posting](#)

[View the external job posting](#)

Please contact speak up email [speakup@nrc.no](mailto:speakup@nrc.no) to report to NRC if the applicant experiences any wrongdoing during recruitment.

“In the selection of its staff NRC is committed to gender balance and diversity without distinction as to race, sex, religion, HIV/ AIDS status and without discrimination of persons with disabilities: Qualified women candidates are strongly encouraged to apply”