



Vacancy Announcement
NRC MM 2025/ VA N0-023
Norwegian Refugee Council, Myanmar

We are looking for a qualified, experience and for the “**ICLA Team Leader**” base in Myitkyina to contribute portfolio of ICLA programme manages, supervises, and supports a dynamic team of field staff at Area level. If you’re someone who interested and the Job requirements that match your skills and experience encourage you to apply.

What we offer:

Position: ICLA Team Leader

Based in: Myitkyina, North East Area

Report to: ICLA Project Coordinator (NE)

Supervise of: ICLA Officer/ Assistant

Travel: 60 % Travel

Grade: 6 in NRC’s Salary National Scale (Annual 13th months’ salary, NRC MM Health Insurance Package, Leave entitlements etc.) with accompanying NRC terms and conditions.

Fixed-term national contract

[Find out more about the benefits of working for NRC.](#)

Key responsibilities;

1. Coordinate the ICLA program activities according to strategy, proposals, budgets, and plans
2. Ensure adherence to NRC policies, tools, handbooks, guidelines and donor requirement.
3. Involve and inform communities and community leaders about the activities
4. Break down the annual operational plans into weekly, monthly and quarterly implementation plans
5. Coordinates the team’s activities internally within NRC and externally with local communities, stakeholders and partners.
6. Supervise project staff at field office level and community base workers, train and develop team by ensuring capacity building of project staff and transfer key skills
7. Prepare periodic progress reports, statistics and other documents as required
8. Ensure that project activities target beneficiaries most in need and explore and asses’ new and better ways to assist.
9. Promote and share ideas for technical improvement.
10. Liaison and collaborate with relevant local authorities and stakeholders.

Please download the detailed [job description](#) to learn more about the position.

What you will bring;

- Experience from working within technical expertise area in a humanitarian/recovery context.
- Previous experience from working in complex and volatile contexts.
- Core competency expertise.
- Documented results related to the position’s responsibilities.
- Good knowledge in English, both written and verbal.



Important information about the application process

- **Internal candidates:** - log in with your **official NRC email address** or **click on Opportunity Marketplace**.
- 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 **19 June 2025, 5:00 PM Myanmar time**.

[View the internal job posting](#)

[View the external job posting](#)

Please contact speak up email speakup@nrc.no to report to NRC if the applicant experiences any wrongdoing during recruitment.

“Do not use this email for submitting your application”

“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 encouraging to apply”