



(Vacancy Announcement)

Community Mobilizer - 4 Positions

Job Level – (O.2)

Duty station – Myitkyina

Duration : 12 Months - further extension conditional upon funding

VA :2025-HI-003

Organization:

Humanity & Inclusion (HI - registered as the Federation Handicap International) is an independent and impartial aid organization working in situations of poverty and exclusion, conflict and disaster. HI works alongside persons with disabilities and people in need of support, taking action and bearing witness in order to respond to their essential needs, improve their living conditions and promote respect for their dignity and fundamental rights.

In emergency, HI's mandate widens to target the groups most in need within any population taking gender inequities into account – from isolated rural communities, to persons with disabilities, to excluded minority groups – to ensure their equal access to appropriate relief aid. HI works to meet the needs and defend the rights of children, women, and men with disabilities.

Since its creation in 1982, HI has gone on to work in around 60 countries worldwide. Our work has benefited several million people.

Humanity and Inclusion in Myanmar

In Myanmar the first operations date back to 2008, following cyclone Nargis. The emergency response program closed at the end of the response operations. In 2013, HI reinstalled an intervention program, and focused on activities in its core sectors of interventions: promoting inclusion and responding to the needs of persons with disabilities including landmine victims.

HI's intervention in Myanmar and Thailand is based on 5 strategic pillars:

- **Emergency Response** – Basic Needs and Inclusive Humanitarian Action
- **Armed Violence Reduction** – EORE, Contamination Impact surveys and Victim Assistance Efforts
- **Inclusive Health** – Rehab, MHPSS, Early Childhood Development and Access to Services
- **Inclusive Preparedness** – Disaster Risk Reduction and Logistics Analysis
- **Inclusive Opportunities** – Inclusive Education and Inclusive Livelihoods

In 2024, the HI Myanmar / Thailand program will be integrated into the HI Southeast Asia program, gathering Cambodia, Lao, Vietnam and the Philippines.

For more information on the organization, please see:

- Humanity and Inclusion website: <https://www.hi.org/en/index>
- the online presentation of the organization: <https://www.youtube.com/watch?v=3p2OWI6T3AY&t=127s>
- Follow us on Facebook: <https://www.facebook.com/HIMyTh/>

Humanity & Inclusion encourages qualified people with disabilities or chronic illness and women to apply. We commit advancing inclusive workplace to remove barriers and to the full and equal participation in the workforce. We commit to provide equal employment opportunities, reasonable

VA:2025-HI-003_Community Mobilizer (Myitkyina)

accommodation in workplace to all employees and qualified applicants, regardless of Nationality, gender, religious and ethnic backgrounds, including people with disabilities.

Main objective of the position:

To assist for working project activities with quality services to provide target beneficiary to full and effective provision of physical and functional rehabilitation services and awareness session in the community level according to the general and specific needs of the target population in Kachin.

The community mobilizer is under the direct supervision of the Project Officer and overall supervision of Project Supervisor. He/she is responsible for mobilizing and facilitating the active participation of community members in the planning, monitoring, implementation and evaluation of community development initiatives. In addition, the community mobiliser will be responsible for reaching out to beneficiaries, organizing awareness sessions for the target audience on specific issues.

Missions / Responsibilities

Mission 1: To contribute to the dissemination of health education messages within the community and to strengthen the link between the community and HI activities

- Conducting awareness-raising activities in its community on HI-specific issues
- Work closely with the project manager and project officer to discuss and update outreach activities
- Organize information, education and communication (IEC) workshops and surveys where necessary.
- Ensure that a secure identification, referral and monitoring mechanism is implemented internally and externally, in accordance with HI standards, as appropriate.
- Report to the supervisor the activities carried out and the problems, strengths and constraints faced.
- It facilitates the collective engagement of local leaders on the issues identified.

Responsibility 1: Provide support to Project Officer/Physiotherapists in regards to their assessment and provision of rehabilitation services for impairment disability

- Assist Physiotherapists with appropriate language translation (Burmese to local language and vice versa) in order for effective assessment and provision of services.
- Assist with collecting data in regards to the numbers impairment and disability.
- Assist with impairments and Disabilities in the camps and Villages.
- Assist the Physiotherapists in their competition of project activities, particularly in relation to stimulative physiotherapy, play activities and home visits.
- Assist the Physiotherapists in follow up of rehabilitation services
- Provide timely reporting in relation to project activities to project staff.
- Provide stimulative physiotherapy services to children with developmental delays under the supervision of the physiotherapists.
- Refer appropriate services as health care or other services by PTs supervision or others relative project needs.
- Note and report the condition and progress of beneficiaries to Physiotherapists.

Responsibility 2 - Provide appropriate training to parents and caregivers in regards to stimulative physiotherapy techniques and play activities under the supervision of Project Officer/Physiotherapists

- Provide basic education to beneficiaries and caregivers on how to prevent or manage complications due to impairments, under the supervision and guidance of the Project Officer/Physiotherapists.

- Provide training to parents and caregivers in relation to the importance of early stimulation and play, and provide practical effective ways for parents to engage with and stimulate their children for appropriate development.
- Ensure collaboration with the child's parent/caregivers in the camp OTP's and on home visits to assist with necessarily follow up.

Responsibility 3 – Provide appropriate awareness raising session to the community about Explosive Ordinance Risk Reduction, Disability Inclusion, PLW awareness session, MHPSS awareness session in the community under the direct supervision of Physiotherapist/ Project Officer

- Advocate the project activities with the village /camp leaders /community members
- Coordinate with village/camp leader for the awareness session
- Proper arrangement in advance for the awareness session
- Inform to community in advance about awareness sessions schedule
- Provide awareness raising session about Explosive Ordinance Risk Reduction, Disability Inclusion, PLW awareness session, MHPSS awareness session etc .. in the community.
- Proper arrangement of any distribution items/IEC materials that will be used in the awareness sessions.

Responsibility 4 - Management

- Implement HI policies, procedures and tools within the area or responsibility
- Comply with the General Data Protection Regulation (RGPD)
- Accurate record keeping of service provision and beneficiaries' data
- Contribute to hygiene keeping in work spaces
- Report quality and/or safety issues (i.e. health concerns, approaching expiry dates of material, etc.)
- Support physiotherapist or team manager on activities related issues
- Conduct project activities based on monthly work plan.
- Support to Physiotherapists/Project Officer for monthly activities report, case study and information needed for the donor' reports

Mission 2: Data management, reporting and collaboration between teams.

- Ensure that the data collected is accurate, complete and consistent;
- Gather all the missing information related to the awareness-raising process in the field, as well as the perception of its community with regard to specific issues
- File all open files in order and respect confidentiality.
- Ensure that internal standards and guidelines are met.

It is expected that the position holder will perform any other duties as required by the Line Manager that are commensurate with the position.

Due to the developing and volatile situation in Myanmar and emergency nature of the programmatic response, the position holder's responsibilities may evolve as per programmatic needs.

Duty Station	: Myitkyina
Line Manager of the position holder for	: Project Officer
Position holder is Line Manager for	: N/A
Position holder is technical referent for	: N/A

Required Qualifications

▪ Education

- Basic literacy skills: reading and writing (High School Education) is required.

▪ Experience

- At Least minimum 2 years of relevant work experience is required.
- At Least 1 year working experience in the humanitarian context is required.
- Experience in data collection and indicator tracking within development projects is highly desirable.
- Familiarity with community based as well as home-based work settings is preferable.
- Experience in remote and/or community setting is preferable.
- Experience in a multidisciplinary team is preferable.
- Experience in community mobilization is preferable.
- Previous experience in working with INGO/NGO would be beneficial.
- Previous experience caring for or working with infants and children is advantage.

▪ Language

- Basic literacy skills: reading and writing.
- Fluent in Local and Burmese Languages.

HI SALARY RANGE SOCIAL BENEFITS:

Approximate Basic Salary: **(1,310,260 MMK to 1,536,640 MMK)**

Social and Other benefits: HI Medical Reimbursement, 13 months bonus, Seniority bonus, Public Holidays, Leave benefits (Annual leave, Sick leave, Maternity leave, Paternity leave), Monthly Medical Allowance + Travel allowance, Communication allowance per month.

HI is committed to protecting children and vulnerable adults from harm. All staffs are expected to comply with the child Protection and PSEA Policies. Applicants for this position will be assessed regarding their suitability to work with children and vulnerable adults.

“HI is committed to maintaining a Non-Discriminatory work environment that values diversity and inclusion and offer Equal Opportunity for any employee or candidate regardless of race, colour,

religion, sex, age, and disability, history of incarceration, marital status, sexual orientation, gender identity or expression. Qualified women are strongly encouraged to apply for this position.

The successful candidate will be required to complete a self-declaration form to help verify their suitability to work with children.

Send applications to: recruitment@myanmar.hi.org (CV + cover letter).

Please write: “**VA: 2025-HI-003_Community Mobilizer_ Myitkyina**” in subject.

Deadline for the submission: **27th March 2025 (5:00 PM) MMT.**

Only shortlisted applicant will be contacted for a written test and interview. **Applicants may be contacted on a rolling basis before the closing date, it is encouraged to apply early.** After closing date, applications are not considered.

VA:2025-HI-003_Community Mobilizer (Myitkyina)

HI is an organization that takes a Zero Tolerance stance on sexual exploitation, abuse, harassment and intimidation, fraud and corruption. The selected candidate must agree to adhere to and respect these policies which are available on this link: <https://hi.org/en/institutional-policies>

HI has also set up a rigorous, transparent and inclusive mechanism for the escalation and management of complaints. Any report can be sent confidentially and securely to this email <https://secure.ethicspoint.eu/domain/media/en/gui/105781/index.html>.