

VACANCY ANNOUNCEMENT

(VA-007/2025)

ABOUT THE POSITION

Position Title:	Gender-Based Violence (GBV) Specialist	Duty Station:	Yangon
Report To:	Programme Manager	Salary:	Competitive Salary and Benefits
Contract Duration:	June/2025 – December/2025 (with possible extension)	Deadline	28 th May 2025

The host organization is an international Non-Governmental Organization that has been working in Myanmar since 2015. It works globally in post-conflict areas and prolonged refugee situations with refugees, IDPs, returnees, hosting and receiving communities to promote equality, livelihoods and peaceful development in post-conflict working environments. The host organization started its operations in Myanmar in 2015 in Kayah State, and in 2029 in Kachin State.

Job Purpose:

The GBV Technical Specialist will drive the host's mission to protect and empower women and girls impacted by forceful displacement, and social inequities in Myanmar. She/he will integrate quality Gender-Based Violence (GBV) prevention and response services within the host organization's broader programme, ensuring that these interventions are inclusive, survivor-centered, and community-oriented by providing technical support and advocacy leadership, working closely with its teams and partners. The Specialist will guide the design and execution of GBV prevention and response strategies, including prevention and response initiatives that address the specific needs of marginalized groups, such as persons with disabilities and other vulnerable populations.

Duties and Responsibilities

Programme Implementation

- Oversee and ensure the quality implementation of the GBV prevention and response programme. Coordinate with field teams to oversee project progress and ensure timely delivery of high-quality results.
- Ensure that all areas of the programming are sensitive to gender vulnerabilities, and equity and equality where all gender groups are able to participate and build program synergies.
- Contribute to the strategic technical monitoring of projects/programmes and provide direction and training to field teams involved in delivering projects focusing on gender-appropriate approaches and methodologies.
- Collaborate with Yangon and Field colleagues to undertake periodic safety audits in programme locations.

- Support the field teams, guiding them in introducing innovations in gender equality approaches in programme documentation, and sharing best practices and innovations for replication and advocacy purposes.
- Coordinate with Yangon and Field teams to assess program quality and identify opportunities to enhance the organization's GBV interventions, incorporating global standards and act for improvements with the support of Programme Manager.
- Support field teams in measuring achievement and progress towards program goals and results through the MEAL Action Planning and Tracking system.
- Develop or adapt training materials, guidelines, and toolkits that are accessible and contextually relevant.

Technical Responsibilities

- Provide technical support in the design and implementation of gender-sensitive and gender-transformative programming, ensuring gender and GBV considerations are understood and mainstreamed in the host organization's programme, and monitor gender equality and equity in programme design and evaluation.
- Guide all GBV programs in prevention, response, and recovery frameworks that are inclusive, survivor-centered, and adapted to Myanmar's operating environment.
- Provide technical guidance during the implementation of programmes using gender-appropriate strategies with a gender lens ensuring equity in participation of all gender groups.
- Lead the development, review, and revision of Standard Operating Procedures (SOPs) for Safehouses, Women and Girls' Centers, GBV case management, and behavioral change interventions.
- Train and mentor staff, partner staff, and partners on the host organization's Gender Equality Policy, the Gender Equality Marker (GEM), the IASC GBV Guidelines, and IASC Gender Handbook.
- Participate in the host organization's global and peer countries learning initiatives and technically contribute to a shared Gender as well as GBV prevention and response strategies.

Programme Development and Quality Control

- Facilitate the dissemination of research findings and good practices, and documentation in the projects internally and externally to donors, partners, and other actors for immediate and sustainable development of women and girls in Myanmar.
- Support Programme Manager and technical team on gender-related study, research, data collection, and analysis conducted by the field team and partners.
- Guide disability-inclusive approaches within program design, implementation, and evaluation, in collaboration with local disability-focused partners.
- Support Programme Manager to develop new proposals, concept notes, and implementation strategy.

- Ensure GBV programs are inclusive of persons with disabilities and diverse populations, including LGBTQ+ communities.
- Develop a gender capacity strengthening initiatives and support plan for all its and partners' staff and Gender focal points.
- Lead in conducting gap or trend analysis on GBV in targeted areas.
- Provide technical assistance to the programme teams in conducting Gender Analysis in programme development or evaluation.

Project Monitoring and Evaluation

- Integrate gender considerations into all MEAL processes including gender equality-specific indicators, quality benchmarks, and response monitoring and evaluation tools, including Real Time Reviews, and lead the process of analyzing data and adapting programming to respond to identified gaps and risks.
- Establish strong monitoring, evaluation, accountability, and learning (MEAL) frameworks for GBV interventions, ensuring that activities are effectively tracked, and results are used to inform program improvements.
- Technically coordinate with other Yangon-based programme colleagues in identifying technical gaps, seeking additional support, and strengthening Gender inclusive and sensitive interventions across the country portfolio. Promote a learning environment to advance continuous improvement and innovation within the host organization's GBV programming.

Representation, Coordination, and Networking

- Represent the host organization in GBV coordination meetings, highlighting the needs of women, girls, and marginalized groups.
- Serve as the host organization's PSHEA focal point, ensuring that staff and partners are trained on the Prevention of Sexual Harassment, Exploitation, and Abuse (PSHEA) and contribute to the host organization's safeguarding efforts and policy strengthening.
- Coordinate with partners and UN clusters on capacity strengthening, conducting meetings, and sharing updates as needed.
- Engage with local and international partners and UN clusters to strengthen the host organisation's GBV programming through strategic collaborations.
- Support communications and advocacy teams to promote relevant advocacy messages on gender equality and GBV and ensure our communications are gender-sensitive and promote gender equality.

Documentation and Reporting

- Produce timely, quality progress as well as technical reports related to GBV interventions and submit them to the Programme Manager.
- Review, consolidate, and submit monthly, quarterly, and annual progress reports based on field activities.

- Together with the Advocacy and Partnership team, document key briefing and talking points on the host organization's GBV prevention and response work as well as context specific GBV situation in Myanmar.

Qualifications and Experience

- **Education:** Master's degree in a relevant field preferably social work, Gender Studies, International Development.
- **Experience:**
 - Minimum 5 years of experience in GBV program design and management in humanitarian settings, with expertise in prevention, response, and recovery.
 - Proven ability to work in challenging environments, especially with displaced and vulnerable groups.
 - Demonstrated experience in building local partner capacity and leading GBV training programs.
- **Skills and Knowledge:**
 - In-depth understanding of international GBV standards, case management, and survivor-centered approaches.
 - Strong capacity in monitoring, evaluation, and impact assessment.
 - Excellent communication, networking, and advocacy skills, with experience in coordination and policy discussions.
- **Languages:** Proficiency in English (both Written and Spoken) is required; knowledge of local languages is a plus.

Desirable Competencies

- Significant demonstrable experience in leading GBV within Myanmar.
- Must have fluent spoken and written English and Burmese.
- Proven communication skills in working with teams and partners.
- Excellent interpersonal and problem-solving skills.
- Ability to work in a diverse team with a team spirit.
- Confident user of MS Office applications including Word, Excel, PowerPoint, SharePoint, Outlook, and Teams.
- Ability to translate policy into practice in a manner that fosters cohesions and promotes equity, diversity, and inclusion.
- Willing to travel to all areas of field operations in Myanmar.
- Commitment to and understanding of the organization's Vision, Mission, and Values.

Application

The following documents as one-file in PDF format need to be submitted to apply for this job:

- Cover letter
- Updated CV with photo
- 3 references with contact details (2 references should be current supervisor and HR responsible person)

Application Instructions

Candidates should submit their application to 'recruitmentyn1@gmail.com' quoting **"VA-007/2025 Application for GBV Specialist"** in the subject line.

- Application will not be successful if applied quoting is not mentioned correctly.
- Applicants are encouraged to apply as soon as possible as the interview will be conducted on a rolling basis.
- Only short-listed candidates will be contacted for an interview. Telephone queries will not be answered.
- The host organization is an equal-opportunity employer. We welcome applications from women, persons with disabilities, and LGBTQs.