



## VACANCY ANNOUNCEMENT

### COMMUNITY WORKER MENTOR – HOPIN

#### About Us

Médecins du Monde (MdM) is an international humanitarian organization whose mission is to provide medical care for the most vulnerable populations, the world over, including France. It seeks to stimulate voluntary commitment from doctors, other health care providers, and from those whose expertise in other fields is needed for its activities, to enlist all competent support required for the achievement of its projects, and to seek at all times to encourage close working relationships with populations in its care.

MdM has been operating in Myanmar since 1994. Its main programme delivers comprehensive Harm Reduction and HIV/AIDS prevention and care, focusing on key populations – People who Use Drugs (in Kachin State), and Female Sex Workers and LGBTQI+ (in Yangon).

In Kachin, MdM's programs are implemented in 2 main sites (Moegaung and Hopin/Mohnyin). Activities include health education in outreach, needles and syringe exchange programme, methadone substitution programme, counselling and HIV testing, and medical care for People living with HIV (STI, opportunistic infections, Tuberculosis and ARV).

In Yangon, MdM is implementing harm reduction (sex work) and Sexual and Reproductive Health and Rights (SRHR) programs for sex workers, LGBTQI+, and people living with HIV, with broad community partnership approaches. Current and future strategy focuses on supporting local civil society and health system in scaling up and provision of health services.

#### I. Hierarchical & Functional links

The CWM is under the direct supervision of the Prevention Officer (PO), to whom he/she has to report. S/he is managing a team of volunteer-based peer workers.

#### II. Essential duties

The CWM works with the program team to promote Harm Reduction services towards people who used drugs (PWUD) and other vulnerable population (OVP). The CWM's mission is to monitor and mentor the daily activities of peer workers (CWs) and ensure effective services provision in outreach and at key population services centre (KPSC).

#### III. Tasks and Responsibilities

##### COMMUNITY BASED OUTREACH ACTIVITIES

- Establish regular activity plans for the implementation of outreach prevention strategy under the supervision of the PO.
- Evaluate coverage of services at local level, priorities areas for services provision
- Provide on-site supportive supervision and mentoring to CWs to ensure effective provision of harm reduction services.
- Supervise and manage the CWs in index testing follow-up and CBS testing at outreach/shooting sites.
- Support MdM prevention and medical team in the implementation of medical mobile/ confined medical camp activities.
- Ensure effective referral services and systematic follow-up for the patients who missed clinic appointment by CWs.
- In collaboration with Prevention Officer, do regular assessment for quality outreach prevention services.
- Ensure effective overdose prevention and management as well as documentation.
- Organize weekly meetings with CWs.



- Ensure implementation of the safety measure and outreach guidelines by CWs
- Communicate with the community and evaluate needs and perception. Propose modification accordingly.
- Ensure that IEC materials and prevention materials (needles and syringes, condoms, etc) are distributed appropriately and comprehensively.
- Participate in capacity building plan implementation for community workers and self-help groups.
- Monitor daily prevention sub-stock in/out record and cross-check with daily distribution data.
- Provide the training to Community Workers and relevant staff, play as a trainer collaboration with TCU.

### COMMUNITY MOBILIZATION ACTIVITIES

- Lead empowerment activities of self-help groups under supervision of prevention Officer
- Organize regular meetings with self-help groups.
- Lead and participate advocacy activities with stakeholders depending on the level of stakeholders.
- Lead community consultation activities on monthly basis.

### KPSC ACTIVITIES

- Participate in the organization of support group, focus group discussion and recreational activities.
- Participate and organize women specific day activity.
- Ensure that IEC materials and prevention materials (needles and syringes, condoms, etc) are provided according to needs of clients.
- Collect returned needles transferred by CWs in KPSC according to safety guidelines.
- Assist Prevention Officer in the planning of special events like World AIDS day, training to community workers accordingly.

### DATA COLLECTION & REPORTING

- Collect and analyse the routine data (outreach data collection forms) from CWs and give feedback to them for proper data collection.
- Case documentation and reporting for overdose and arrest/ harassment cases.
- Report prevention activities to line manager on a weekly basis.
- Record the meeting minutes for every weekly meeting with CWs.
- Ensure prevention data entry process (gate attendance, KPSC activity data, overdose, crackdown information and UIC data)

### TEAM MANAGEMENT

- Participate in strategic workshops/Meetings and program review activities.
- Keep a good communication and contact with community-based stakeholders where activities are implemented.
- Inform line manager about the field constraints and difficulties timely and effectively.
- Promote a friendly, non-judgmental and professional approach and respect the rights of the beneficiaries.
- Build trust and good communication with beneficiaries and to team members.
- Identify potential peer workers among PWUD community.
- Provide technical back up to peer workers during supervision and mentoring field visits.
- Monitor peer workers' performances in the field based on agreed objectives.



#### IV. Background of the candidate

Education (Essential)	<ul style="list-style-type: none"> <li>10 standard or having equivalent experiences in related field</li> </ul>
Professional Experience	<ul style="list-style-type: none"> <li>Experience as MdM peer worker is required/ Minimum 2-years working experiences in the field of HIV/ AIDS Prevention</li> </ul>
Language Skills	<ul style="list-style-type: none"> <li>Burmese</li> </ul>
Personal Skills	<ul style="list-style-type: none"> <li>Good interpersonal and communication skills</li> <li>Team spirit</li> <li>Ability to be discrete and maintain confidentiality</li> </ul>
Other Skills Required	<ul style="list-style-type: none"> <li>Comfortable reading and writing</li> <li>Basic computer skills</li> <li>Mentoring/team management</li> <li>Knowledge in Harm Reduction approach, HIV, TB, etc..</li> </ul>
References	<ul style="list-style-type: none"> <li>2 professional references from previous supervisors (Name, Position, Organization, Email address and Telephone Number)</li> <li>1 personal references (Name, Position, Organization, Email address and Telephone Number)</li> </ul>

#### MdM SALARY RANGE AND SOCIAL BENEFITS:

Salary Range: MMK 1,458,891

Social and other benefits: MdM medical benefits, public holidays, leave benefits (annual leave, sick leave, family leave, casual leave), Travel and Food allowance, Monthly phone top up allowance.

#### APPLICATION PROCESS:

If interested, please submit your cover letter and CV quoting “**Community Worker Mentor**” as the subject matter to email.

[recruitment.kachin.myanmar@medecinsdumonde.net](mailto:recruitment.kachin.myanmar@medecinsdumonde.net)

**By 5pm on 21<sup>st</sup> April 2025.**

Médecins du Monde reserves the right to fill the vacancy before the closing date for applications.  
MdM stands up for the integration of people living with disabilities and fights against discrimination.

Only shortlisted candidates will be contacted.

*Our objective is to create an inclusive workforce that is reflective of the populations we support; we strongly encourage applications from those who are marginalized and considered as vulnerable groups.*