

Vacancy Announcement

Deutsche Welthungerhilfe (formerly known as German Agro Action/GAA) was founded in 1962. Today it is one of the biggest private development organisations in Germany. Non-profit, politically independent and non-denominational, the organisation works under the leadership of an honorary board and the patronage of the German President.

Welthungerhilfe Myanmar is running projects in the fields of humanitarian assistance, food and nutrition security, agricultural value chains and community development in Ayeyarwady, Mandalay Region, Kachin, Chin and Shan States. The WHH program is funded by various institutional donors (BMZ, Federal Foreign Office of Germany, LIFT and others) as well as private donors.

Position Title: MEAL Officer – Multi-Purpose Cash Assistance (MPCA)

Location: Kume, Myittha Township, Mandalay Region, with frequent travel to implementation areas (e.g., Singu, Thabeikkyin, Madaya)

Reports To: WHH MEAL Manager / Project Manager

Contract Type: Full-time (100%)

Project/Consortium: EA15 Earthquake Response / ACTED Alliance Project

Duration: [Insert duration, e.g., 12 months, renewable based on funding and performance]

Salary Group: [To be defined]

I. Role Purpose

The **MEAL Officer – MPCA** is responsible for ensuring high-quality monitoring, evaluation, accountability, and learning (MEAL) for Multi-Purpose Cash Assistance activities under WHH’s humanitarian response initiatives. The position plays a pivotal role in safeguarding programme integrity, enhancing adaptive learning, ensuring accountability to affected populations, and promoting evidence-based decision-making. The role includes oversight of post-distribution monitoring, beneficiary feedback systems, and real-time data collection across operational townships.

II. Key Responsibilities

1. Monitoring and Evaluation

- Lead the design, planning, and implementation of Post-Distribution Monitoring (PDM), baseline, and endline surveys using digital tools (e.g., KoboCollect, ODK).

- Coordinate regular field monitoring visits, ensuring data is gathered ethically, accurately, and in a timely manner.
- Develop tools and methods for tracking distribution effectiveness, beneficiary satisfaction, and cash usage trends.
- Ensure gender, disability, and protection dimensions are embedded in all MEAL tools and processes.

2. Accountability and Learning

- Oversee the operationalization of WHH's **Community Feedback Mechanism (CFM)** in cash-targeted locations.
- Analyze feedback trends and complaints related to targeting, access, and cash delivery channels, and coordinate timely responses.
- Lead after-action reviews and learning sessions to feed findings into programme adaptation and reporting.
- Contribute to capturing case studies, success stories, and lessons learned to inform strategic planning.

3. Data Management and Analysis

- Ensure high data quality standards through rigorous data cleaning, storage, and analysis practices.
- Prepare MEAL reports, dashboards, and briefs that feed into donor reports and internal reviews.
- Work closely with programme and finance teams to triangulate MEAL data with operational indicators (e.g., disbursement logs, vendor receipts).

4. Capacity Building and Supervision

- Mentor MEAL Field Assistants and Field Programme Assistants in digital data collection, community engagement, and ethics.
 - Facilitate trainings on PDM, Kobo use, CFM processes, and basic data interpretation.
 - Support staff in identifying and addressing local risks or access barriers during MEAL activities.
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III. Required Qualifications and Competencies

1. Education and Experience

- Bachelor's degree in Social Sciences, Statistics, Development Studies, or related field.
- Minimum 3 years of experience in MEAL, preferably in humanitarian contexts with a focus on cash assistance programmes.
- Experience with consortium-based programmes or INGO collaborations is an asset.

2. Technical Skills

- Proven expertise in digital data collection, survey sampling, and qualitative methods.
- Strong understanding of MPCA programming principles, vulnerability targeting, and market monitoring.
- Familiarity with accountability mechanisms and protection mainstreaming in humanitarian operations.

3. Soft Skills

- Excellent interpersonal and communication skills; able to work with communities from diverse backgrounds.
- Analytical mindset with strong report-writing and presentation abilities.
- Team player with capacity to work under pressure in fluid operational contexts.

4. Language

- Fluency in Myanmar language; working knowledge of English is required.
- Local dialects spoken in the Dry Zone (e.g., Singu, Madaya) are an asset.

IV. Other Requirements

- Willingness to travel frequently to field locations, sometimes under access constraints.
- Commitment to humanitarian principles, do-no-harm standards, and safeguarding.

Qualified women and men are encouraged to apply!

Interested persons should submit an application letter and an updated CV including educational qualifications, contact number and contact details of at least two professional references to:

Yadanamayhtay.Myint@welthungerhilfe.de

Not later than 26 April 2025 (Saturday)

Only shortlisted candidates will be contacted for an interview.