



Build Your Career with BRAC Myanmar

JOB VACANCY

BRAC/YGN/26/0036

Re-advertisement

BRAC is an international development organisation working across Asia and Africa to alleviate poverty by empowering people and creating opportunities. Our mission is to support communities facing poverty, illiteracy, and disease through large-scale economic and social programmes that help individuals realise their potential.

Since 2014, BRAC Myanmar has provided pro-poor and pro-rural services through 500+ staff across 70+ branches in Yangon, Bago, Mandalay, Sagaing, Mon, Shan, Kayin, and Nay Pyi Taw. Using a microfinance-plus model, BRAC offers sustainable financial services especially for women alongside interventions in agriculture, healthcare, and education. For more information, visit BRAC Myanmar's website.

Position Title	: Field Officer (2) Posts
Project Title	: Livelihoods Recovery for Earthquake-Affected Communities in Myanmar
Job Location	: Yamethin, Amarapura, Pyawbwe, Chanmyathazi and Sagaing
Report to	: Field Coordinator
Application Open Date	: 7 Oct 2026
Application deadline	: 21 Oct 2026
Salary	: 600,000 MMK approximately

Key Responsibilities:

- Conduct participant identification, registration, and verification in line with project selection criteria.
- Facilitate livelihood activities including small business support, agriculture, livestock, and market linkage activities.

"BRAC is an equal opportunities employer"



- Assist in delivering financial literacy sessions and ensure participants understand key concepts.
- Support technical training sessions led by the Technical Coordinator.
- Build strong relationships with community members, leaders, and local authorities.
- Mobilize participants for training, meetings, and project activities.
- Ensure inclusion of vulnerable groups (women, persons with disabilities, low-income households).
- Gather feedback from communities and report emerging issues to the Field Coordinator.
- Collect accurate data from beneficiaries, including attendance sheets, progress tracking, and monitoring forms.
- Conduct household visits and follow-up checks to verify livelihood progress and asset use.
- Support the MEAL team during assessments, baseline surveys, evaluations, and satisfaction surveys.
- Record and submit reports on challenges, risks, participant performance, and success stories.
- Ensure proper documentation of project activities.
- Support logistical arrangements for training activities, meetings, and field visits.
- Inform community members about the project's feedback and complaint mechanisms.
- Report safeguarding concerns, fraud risks, and misconduct immediately.
- Promote Do No Harm principles in all interactions and activities.
- Ensure responsible and ethical handling of project resources.
- Provide regular field updates to the Field Coordinator on progress, issues, and recommendations.
- Coordinate closely with Technical, Finance, and MEAL teams when they conduct field activities.
- Participate in weekly team meetings, reflection sessions, and refresher training sessions.

**Additional Responsibilities:**

- Practice, promote and endorse the issues of safeguarding policy among team members and ensure the implementation of safeguarding standards in every course of action.
- Follow the safeguarding reporting procedure in case any reportable incident takes place, encourage others to do so.
- Adapt and support to achieve BRAC mission in terms of the social performance management objectives as well as the financial performance through its high valued workforce.

Competencies Requirements:

- Bachelor's degree in development studies, Agriculture, Business, Economics, Social Sciences, or related fields.
- Relevant diplomas or strong field experience may also be considered.
- At least 2 years of experience in community development, livelihood programming, humanitarian assistance, or related field roles.
- Experience working directly with rural communities and vulnerable groups is preferred.
- Experience with data collection or facilitation of training is an advantage.
- Basic understanding of small business development, agriculture, livestock, or vocational skills training.
- Knowledge of financial literacy and microfinance concepts is a plus.
- Good reporting, data collection, and documentation skills.
- Ability to coordinate and mobilize community members effectively.
- Strong communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Good problem-solving skills and adaptability.
- Ability to travel frequently to remote areas.
- High integrity, accountability, and commitment to community service.



BRAC is committed to protecting all employees, partners, visitors, clients, and community members including children, youth, and vulnerable adults from any form of harm, abuse, neglect, harassment, or exploitation. We ensure fair assessment for candidates with disabilities and are proud to be an equal opportunity employer. Any personal persuasion will lead to disqualification.

If you believe you are the right fit, please submit your application with a motivation letter and full CV and expected salary amount in MMK to recruitment.myanmar@brac.net