

Vacancy Announcement

Welthungerhilfe is one of the largest private aid organizations in Germany; it is politically independent and non-denominational. Welthungerhilfe (WHH) is dedicated to fighting for a world without hunger. Since it was founded on December 14, 1962, 12,128 overseas projects in about 72 countries have been supported with 5.07 billion euros.

Welthungerhilfe follows the principle of empowering people to help themselves to sustainably improve their living conditions, offering everything from fast disaster relief to reconstruction and long-term development cooperation projects with national and international partner organizations. In close collaboration with local partners, we enable people to break out of hunger and poverty sustainably, with measurable impact, and with integrity and accountability.

WHH pursues a dual mandate to ensure our actions meet the needs of our target groups: providing programs for short-term disaster relief as well as long-term development. To achieve [sustainable food and nutrition security](#) among the most vulnerable, these programs link our key focus areas interrelated with hunger – [agriculture and environment](#); [water, sanitation and hygiene](#) (WASH); [economic development](#); [humanitarian assistance](#); [climate change](#); and [civil society and advocacy](#). [Innovation](#) helps to scale the impact.

We are currently looking for one Deputy Head of Project for the Myanmar Country Programme. The position will be based in Yangon and requires frequent travel to project locations.

Job Description: Deputy Head of Project (SG 07)

I. Job Details

Department: Programmes

Country / Location: Yangon (frequent field visits required)

FundsPro Cost Allocation: THRIVE – Transforming Household Resilience through Inclusive Value Chains and Ecosystems

Job Name: Deputy Head of Project (m/f/d)

Title of Job Holder: Deputy Head of Project

Salary Group: SG 07

Immediate Superior (in disciplinary matters): Head of Project

Subordinate Position(s): Project Staff

No. of position: 1

Representation: To be decided on relevant occasions

Is represented by: To be decided in case of absence

Contract Period: 1 year contract with possible extension

Project Duration: 44 months

II. Objectives, Duties, Areas of Responsibility

1. Objectives of the position

The Deputy Head of Project supports the Head of Project in their functions and acts as their representative in accordance with Welthungerhilfe quality standards and regulations.

The aims of the job are to manage and implement projects based on specified directives in terms of content, schedule and budget. The project is carried out in accordance with Welthungerhilfe standards and the directives/provisions of the co-financer.

The Deputy Head of Project is responsible for the operative implementation of the project(s) and the appropriate use of funds in close coordination with the responsible Head of Project. He/she is responsible for coordination, planning and implementation, correctly and duly reporting to Welthungerhilfe's Country Office.

2. Duties and area of responsibility

2.1. Duties with own area of responsibility

- In Supports the Head of Project in Development and Management of the project(s)
- Carries out the project according to the rules and standards of the co-financing funders and Welthungerhilfe standards for the implementation of projects
- Ensures that all project relevant support is in place (monitoring, logistics, finance administration, etc.)
- Is responsible for modifying and continuing project planning and the project budget
- Establishes good working relationships with donors and other stakeholders in-country for emergency, rehabilitation and development programs in coordination with the Country Office
- Reports to the Head of Project on the progress of the project(s) and all risks associated with the project work
- Manages staff according to WHH leadership principles, staff policies and WHH strategy
- Recruitment of staff
- Responsible for project office management (in case this is delegated to him/her)
- Ensures implementation of WHH policies
- Is responsible for the establishment and adherence to the projects' security management system in accordance to the global security policy / guidelines of Welthungerhilfe

2.2 Duties without own area of responsibility

- Represents WHH in-country/ in project(s) region vis-à-vis selected relevant national and international stakeholders and partners in coordination with country office
- Marketing, public relations and local image management

- Accompanies visiting donors and WHH Head Office staff journalists/or appoints adequate representation
- Fulfilment of any other tasks which are assigned by the management and correspond in general with the character of this position

2.3 Specific activities and duties of the position / Position specific qualifications

In addition to the duties defined in the WHH global standard Job Description for Deputy Head of Project, the position has the following project-specific responsibilities for the THRIVE Action:

Leadership and Resource Management

- Lead consortium-wide implementation coordination and technical integration across eight townships in Ayeyarwady, Yangon and Bago Regions, reporting to Head of Project.
- Support the Head of Project with technical analysis and recommendations on major implementation adjustments, ensuring alignment with project results and consortium commitments.
- Identify cross-regional implementation bottlenecks and coordinate solutions through PMU and consortium mechanisms, escalating decisions affecting scope, budget, contracts or staffing as required.
- Consolidate key project updates, risks, decisions and follow-up actions for the Head of Project and relevant functions.
- Line-manage designated WHH technical specialists, ensuring clear priorities, coordinated technical support and effective performance management across sectors and regions.
- Facilitate coordination across programme, MEAL, finance/compliance, procurement, partnerships and other PMU functions to resolve implementation issues.

Consortium and Programme Coordination

- Coordinate consortium-wide implementation planning, progress follow-up and technical support across eight target townships, ensuring alignment with approved workplans, targets, technical standards and consortium arrangements.
- Ensure WHH's direct implementation in Kyaiklat, Bogale and Pyapon is integrated with consortium planning, budgeting, MEAL, procurement, safeguarding, security, accountability and reporting systems, working through the Pyapon-based Deputy.
- Coordinate consortium operational meetings, technical working groups, joint planning, action tracking and management processes under the direction of the Head of Project.
- Monitor partner progress, deliverables, reporting and corrective actions, escalating significant performance or contractual issues to the Head of Project.
- Coordinate closely with the Pyapon-based Deputy Head of Project to ensure clear roles and consistent implementation across all eight townships.

Implementation Quality and Results

- Ensure coordination and integration across THRIVE's technical areas, including climate-resilient production, livestock, fisheries, climate services, market systems, adaptation and nature-based solutions, renewable energy, green livelihoods, employment, digital services and Disability, Gender and Age inclusion.
- Ensure technical quality across THRIVE by promoting consistent standards and approaches and addressing major quality issues with the Head of Project.

- Coordinate with the WHH MEAL Specialist and partner MEAL focal points to support consistent results monitoring, beneficiary registration, verification and deduplication, applying the Consortium MEAL standards and tools.
- Use monitoring data, community feedback and evidence to inform implementation decisions, with attention to women, youth, persons with disabilities, landless households and other vulnerable groups.
- Work with the WHH MEAL Specialist and partner MEAL focal points to support consistent reporting, beneficiary counting, data quality and consolidated monitoring across all regions.
- Support project-level follow-up on donor requirements, visibility, safeguarding, accountability, documentation and FSTP processes, in coordination with the designated responsible functions and within WHH approval arrangements. Report safeguarding and security incidents through the designated WHH protocols.
- Conduct regular field visits to review implementation quality, identify emerging issues and support timely management decisions, in line with WHH security procedures.

Reporting, Learning and External Coordination

- Facilitate engagement with private-sector, market and financial actors relevant to enterprise development, financial inclusion, post-harvest solutions and productive energy use.
- Integrate lessons and implementation updates from Ayeyarwady, Yangon and Bago into planning, adaptive management, reviews and donor reporting.
- Coordinate joint monitoring, technical reviews and learning across Yangon, Bago and other regional teams.

III. Job requirements

1. Knowledge/ Qualifications

1.1 Professional/ formal qualification

University degree (Bachelor's or Master's) in Development Studies, Agriculture, Economics, Project Management, Social Sciences, or another relevant field.

1.2 Job-related professional experience

Minimum 3 years of relevant professional experience in humanitarian and/or development cooperation, including substantial experience in project or programme management. Demonstrated experience in managing complex, multi-partner or consortium projects, including team leadership, partner coordination, financial oversight, donor compliance, monitoring and reporting.

1.3 Foreign language skills

Excellent command of English, both written and spoken. Fluency in Myanmar language is required. Ability to communicate effectively with diverse national and international stakeholders

1.4 Miscellaneous

Willingness and ability to undertake frequent travel to project locations. Ability to work effectively in a complex and changing operational environment.

2. Social skills

2.1 Social skills

Strong interpersonal, communication and stakeholder-management skills, with the ability to build constructive working relationships with consortium partners, communities, government counterparts, donors, private-sector actors and internal WHH teams.

2.2 Capacity for teamwork

Demonstrated ability to lead and work effectively within multidisciplinary and multicultural teams, promote collaboration, manage differing priorities and support constructive problem-solving.

2.3 Intercultural competence

Strong intercultural sensitivity and demonstrated ability to work respectfully and effectively with people from diverse cultural, institutional and professional backgrounds.

3. Disciplinary Leadership of staff

Disciplinary leadership of designated project staff, including technical specialists, in accordance with the approved project organizational structure and delegated management responsibilities.

4. Responsibility

Largely independent performance of tasks within a defined scope of responsibility and delegated decision-making authority. The position is responsible for coordinating consortium-wide implementation, supporting technical quality and supervising designated staff, while referring strategic, contractual, financial and staffing decisions beyond its delegated authority to the Head of Project.

Please send your application by email to:

 hr.mmr@welthungerhilfe.de

 Application deadline: 22 October (Thursday) COB

Please note that only shortlisted candidates will be contacted for an interview. Welthungerhilfe is an equal opportunity employer and encourages applications from qualified individuals, regardless of gender, ethnicity, or background.

Applications will be reviewed on a rolling basis, and interviews will be conducted accordingly.