

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 Head of Project for the Myanmar Country Programme. The position will be based in Yangon and requires frequent travel to project locations.

Job Description: Head of Project (SG 08)

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: Head of Project (m/f/d)

Title of Job Holder: Head of Project

Salary Group: SG 08

Immediate Superior (in disciplinary matters): Head of Programme

Subordinate Position(s): 2 Deputy Head of Projects and 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 objectives are to manage and implement programmes and projects on the basis of 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 Head of Project is responsible for the operative implementation of the project(s) and the appropriate use of funds. He/she is responsible for coordination, planning and implementation, correctly and duly reporting to Welthungerhilfe's regional office.

2. Duties and area of responsibility

2.1. Duties with own area of responsibility

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 Programme on the progress of the project(s) and all risks associated with the project work
- Prepares and implements a preparedness plan for disasters and potential crises on the basis of country specific situation

Leadership

- Manages staff according to WHH leadership principles, staff policies and WHH strategy
- Recruits staff
- Responsible for project office management (in case this is delegated to him/her)
- Ensures implementation of WHH policies and their adaptation to local conditions
- Is responsible for the establishment and adherence to the projects' security management system in accordance to the global security policy / guidelines of Welthungerhilfe

Representation, Collaboration and Networking

- Represents WHH in-country/ in project(s) region vis-à-vis selected relevant national and international stakeholders and partners in coordination with country office

- Expands WHH network with relevant stakeholders from civil society, government and academia within the context of projects in responsibility
- Marketing, public relations and local image management
- Accompanies visiting donors and WHH Head Office staff journalists/or appoints adequate representation

2.2 Duties without own area of responsibility

- Contributes to the country development and strategies, actively participates in strategic discussions and keeps herself/ himself informed of the overall organizational topics
- Actively participates in the Country Management forum and development and strategic planning
- 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 standard WHH Job Description for Head of Project, the position holder will undertake the following project-specific activities for THRIVE:

Strategy and Leadership

- Provide the strategic leadership, vision, overall management and coordination of THRIVE consortium, ensuring coherent implementation across the eight target townships in Ayeyarwady, Bago and Yangon Regions and across the different technical components of the project.
- Coordinate the Project Management Unit (PMU) to ensure integrated project planning, implementation oversight and timely management decision-making, and effective collaboration between Program, MEAL and operations functions.
- Guide program teams in identifying innovations and supporting the development of strategic private sector partnerships that enhance impact and sustainability.

People and Resource Management

- Directly manage both WHH Deputy Heads of Project and the MEAL Specialist, supporting Yangon-led consortium-wide coordination and Pyapon-led WHH field delivery across the Pyapon, Bogale and Kyaiklat. Coordinate closely with WHH Finance and Operations to ensure clear responsibilities, priorities and accountability, respecting their functional management and approval authorities.
- Oversee project financial performance, forecasting, variance management and resource allocation in line with donor requirements.
- Oversee consortium partners' performance and capacity, ensuring identified gaps and agreed corrective or capacity-strengthening actions are followed up. Address significant performance and contractual issues through the agreed consortium mechanisms.

Consortium and programme coordination

- Coordinate consortium implementation and maintain effective working relationships in accordance with their agreed roles and responsibilities under the Action.
- Lead regular consortium coordination, operational and technical reviews, and joint planning to ensure coherent implementation, with the Yangon-based Deputy coordinating routine operational meetings and follow-up, and the Pyapon-based Deputy contributing WHH field implementation updates.
- Prepare and facilitate the Consortium Steering Committee meetings, highlighting key progress, strategic issues, risks, operational bottlenecks and proposed adaptations requiring consideration by the Committee.

Implementation quality and results

- Oversee the MEAL Specialist in monitoring activities, indicators, milestones and partner deliverables, and leading MEAL standards, data quality assurance and validation, with both Deputies applying these standards and acting on findings.
- Use monitoring findings and implementation reviews to support adaptive management, including adjustments to targeting, delivery approaches, technical support and implementation arrangements.
- Ensure THRIVE complies with donor contractual requirements and WHH standards, in coordination with the WHH finance, procurement, MEAL and other functions.
- Ensure consortium partners consistently fulfil agreed roles, deliverables and reporting obligations with adequate programme, financial, MEAL and supporting documentation.
- Oversee project-level risk management, regularly reviewing programme, partnerships, finance and compliance, access, security, and safeguarding risks and escalating significant issues as required. Ensure security and safeguarding incidents are reported on-time through the designated WHH protocols.
- Ensure safeguarding, accountability, responsible data management, conflict sensitivity, do-no-harm and Disability, Gender and Age inclusion are applied across WHH and consortium implementation.
- Ensure duty of care and appropriate management of workload, access and security risks for WHH staff, and coordinate with partners on their corresponding responsibilities for partner staff, avoiding inappropriate transfer of risks to local actors.

Reporting, learning and external coordination

- Coordinate and quality-assure consolidated donor and WHH reporting, ensuring consistency between programme progress, result and financial information of WHH and consortium partners.
- Facilitate effective collaboration among consortium partners in harmonizing approaches and address cross-cutting issues.

- Coordinate project-level engagement with key stakeholders, including donors, private sector, INGOs and government counterparts, in line with WHH representation protocols.
- Promote systematic learning and knowledge exchange across WHH and consortium partner implementation areas, documenting and adapting effective practices.
- Ensure findings from project monitoring, lessons learned and community feedback are used to update workplans, address implementation gaps and adapt delivery approaches as needs and operating conditions change.

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 5 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 staff in a project

4. Responsibility

Largely independent performance of task within a given task-related scope of action and decision-making; alternative courses of action are possible

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.