

## VACANCY ANNOUNCEMENT

Post Name: Senior Adviser (national position)

Post Base: Nay Pyi Taw, or Yangon with frequent travel to Nay Pyi Taw

Work Arrangements: Full-time preferred, but flexible and part-time work will be considered

Supervisor: Team Leader

Salary: \$1,600-\$2,200 (depending on experience)

### Introduction

The **Denmark-Myanmar Programme on Rule of Law and Human Rights (2016-2020)** supports the Union Attorney General's Office, the Office of the Supreme Court of the Union, lawyers, CSOs as well as the law departments of Dagon and East Yangon Universities in strengthening capacities on core aspects of rule of law and human rights and supporting reform in relevant areas. The programme which has a total grant of DKK 70 million (approximately USD 10 million) is based on participatory approaches supporting partners to identify their own needs and priorities and taking lead in implementation of activities.

The governance of the programme is based on joint decision-making with partners through co-chaired Steering Committees. The programme is part of the Denmark-Myanmar Country Programme (2016-2020) endorsed by a bilateral government-to-government agreement between Myanmar and Denmark as well as MoUs with all key stakeholders. A Joint Venture comprised of the International Commission of Jurists and the Danish Institute for Human Rights (DIHR) has been contracted to provide technical assistance to the programme through a team of experts supporting implementation.

The Joint Venture is seeking a **Senior Adviser** to support the implementation of the programme's outputs with particular focus on facilitating and providing technical assistance to the Union Attorney General's Office (UAGO) and the Office of the Supreme Court of the Union (OSCU). **The position will be contracted by the International Commission of Jurists, and will join the Joint Venture team in Myanmar.**

### Person Specification

The ideal candidate has senior experience in advising, managing or implementing programmes in the governance, human rights, or rule of law sectors. Experience of working with Government partners in Myanmar at a high-level is required. Candidates with legal training, knowledge of international human rights, and an understanding of the legal system in Myanmar will be considered favourably.

The position requires a regular presence in Nay Pyi Taw, however being based in Yangon with frequent travel to Nay Pyi Taw will be considered. Flexible work arrangements, including part-time work or long-term consulting, will be considered for the right candidate.

The Senior Adviser will work under the direct supervision and provide support to the Team Leader who is based in Yangon managing the implementation of the programme.

### **RESPONSIBILITIES**

Reporting directly to the Team Leader, the Senior Adviser has the following responsibilities:

- Support the Team Leader in liaising directly with Government partners in Nay Pyi Taw, and build effective working relationships with key contacts; follow up on planned activities and assist in the provision of technical advice where necessary;
- Advise on and contribute to the timely completion of programme activities according to agreed workplans and budgets, including: supporting partners to develop joint work plans, prepare training materials, and support activities such as trainings, capacity building workshops, and conferences. This will be in close collaboration with partner Government institutions, UAGO and OSCU;
- Assist the Team Leader and Joint Venture to build and maintain smooth and collaborative relations with Government partners and other stakeholders;
- Provide mentoring, guidance, and technical support to team members;
- Support the planning, preparation and delivery of meetings of the programme Steering Committees;
- Provide contextual analysis of legal and political developments affecting the implementation of the programme outputs;
- Assist with programme activity monitoring, and compiling data and documentation as required; and in preparing progress reports for partners and the Embassy of Denmark;
- In conjunction with the Team Leader, function as the Programme's representative in Nay Pyi Taw when required, and ensure all Joint Venture policies and procedures are followed, especially for finance, administration and procurement;
- Maintain good working relations with all partners, and members of the legal and human rights communities in Myanmar, as well as the Embassy of Denmark;
- Other programme related technical and operational support that may be required.

## QUALIFICATIONS

### Education & Experience

- Relevant degree is required e.g. Law, International Relations, Political Studies, Social Science, or a related discipline is required. Further academic studies in International Human Rights, Law, or International Development is desirable;
- At least 8 years of relevant professional and/or programme experience is required, preferably in the justice system in Myanmar, or in a related sector such as governance or human rights based development programming;
- Extensive experience working with Government partners and liaising with Government institutions at State/Region or Union level is desirable;
- Knowledge of international human rights law is desirable;
- Experience in supporting the implementation of rule of law and human rights programmes is desirable;
- Work experience in capacity development and /or training is desirable;
- Experience working with international development cooperation programmes or projects and liaising directly with international agencies and donors is desirable;

### Essential skills

- Strong analytical, planning and organizational skills;
- Ability to build effective working relationships and partnerships, particularly with Government counterparts.
- Good communication skills. Excellent English and Myanmar language skills (read, write and speak);
- Experience in translation and interpretation to and from English is an advantage;
- Knowledge of Microsoft Office: Word, Excel, Power point;
- Excellent interpersonal skills and ability to work as part of a multi-cultural team;
- Openness and flexibility, capacity to adapt to changing priorities and needs;
- Demonstrated commitment to human rights and rule of law.

The contract is based on a policy of equal opportunities and offers a competitive salary package.

**APPLICATIONS** close on May 8, 2018 and should be addressed with a cover letter, resume, writing sample, and names of at least 2 references to:

Ref: Senior Adviser

By email: [asia-recruitment@icj.org](mailto:asia-recruitment@icj.org)

Please appreciate that due to the volume of applications only short listed candidates will be contacted. We cannot answer phone enquiries. We thank you for your understanding.