



Are you looking for a new, challenging job opportunity at a not-for-profit, development organisation in a fun team with a great passion for helping others? Child's Dream Foundation in Maesot, Thailand is seeking a

Health Partnerships Coordinator – Myanmar

Starting date of position – as soon as possible

Together as a team, we at Child's Dream are here to empower people in the Mekong-Sub-Region. We do this by working in partnerships with communities to improve the health and education of their children, youth and young adults for sustainable development.

Our team in Mae Sot, Thailand needs your support with the programme management of various health related programmes in Myanmar and Thailand-Myanmar border areas.

Your Duties and Responsibilities

- Support designing, developing and planning our partner's project activities
- Monitor and evaluate programme/project activities of our partners including quality control and risk management
- Oversee partnership budgets: Create draft budgets, queue payments, validate financial reports and monitor expenditures
- Prepare Programme Management Cycle (PMC) tool and review Programme Agreements (PA)
- Build and maintain effective relationships with our partners
- Support partner organisations with capacity building to strengthen the partner's skills, processes, abilities and resources
- Survey and collect data on potential new partnerships and review proposals
- Provide regular feedback and updates on current and potential new partnerships
- Contribute to strategy development and implementation
- Represent our work to external partners and relevant stakeholders

We are seeking for someone who meets the following criteria:

Education and work experience:

- University degree in a health-related field, Social Sciences, Development Studies, Business Administration or related areas (Master's degree preferred)
- Previous work experience of at least 5 years as programme/project manager in the NGO or INGO sector
- Partnership management experience
- Profound knowledge in programme cycle management, budgeting and relevant strategies (e.g. Country Strategy, Education Policy Strategies)

Soft Skills:

- A high level of problem-solving skills and a pro-active attitude
- Great attention to detail and a critical mind
- Excellent organisational and time-management skills
- Outstanding communication, interpersonal and leadership skills
- Cultural awareness

Language skills:

- Very good command of written and verbal English language
- Myanmar mother tongue
- Thai and ethnic language skills are beneficial

Hard Skills:

- Solid IT skills (MS Word, Excel, Power point, E-mail)
- Understanding of political and social issues in Myanmar and in Thai-Myanmar border areas

Travel Requirement:

- Conduct independent site/field visits in Myanmar up to 50% of working time if the situation allows

What we offer:

- A full time position in our office in Mae Sot with an unlimited contract
- A multicultural working environment with a team of more than 10 nationalities
- A working culture based on trust, constant exchange, lean hierarchy and constant learning and development
- Flexible working arrangements (but presence in the office is required, this is no remote work option)
- Visa and work permit if required
- Salary range: THB 25,000 - THB 40,000 plus monetary and non-monetary benefits (the final salary will be decided according to remuneration policy after the selection process, and based on the relevant work experience)

Did we spark your interest? Wonderful! Please send your full application in English (including motivational letter, salary expectation, resume, university transcripts, and two references) to logan@childsdream.org until **16th March 2023**.

We will of course confirm that we have received your application and get in contact with you again if you are among the shortlisted candidates for an interview.

We look forward to receiving your application.

Mae Sot, Thailand 22nd February 2023