

# JOB ANNOUNCEMENT

## CARE International in Myanmar



### Deputy Country Director, Programs (1) Position

<b>Department:</b>	International Programs and Operations
<b>Work Location:</b>	Myanmar - Yangon
<b>Other Possible Location:</b>	
<b>Expected Travel:</b>	Up to 30%
<b>Language Requirement:</b>	English
<b>Employee Duration:</b>	Full- Time
<b>Type of Post:</b>	Unaccompanied
<b>Funding:</b>	APPROVED
<b>Type of Contract:</b>	
<b>Remark:</b>	The applications will be considered on a rolling basis.

### Job Summary

**\*\*This role is open to both international and national candidates\*\***

The Deputy Country Director-Programs (DCD-P) advances the strategic direction of the Country Office (CO) by leading and overseeing the CO program strategy and projects, ensuring high-quality development and implementation, and promoting the vision, mission, and core values of CARE. The position is tasked with ensuring that CARE's program strategy in Myanmar aligns with CARE's global and Regional strategy, whilst ensuring focus on CUSA's three impact drivers: Gender-equal, Locally led, and Globally-scaled. The position is a key member of the senior management team and supports the Country Director by ensuring overall country compliance, effectiveness, quality, and emergency preparedness.

The DCD-P leads a team of senior program directors/managers and coaches them in program development and management, collaborates with the CD in representational and fundraising duties, and oversees country office program design, development, implementation, monitoring, and evaluation. They also focus on information sharing, learning, and collaboration within the organization and with external partners.

The position maintains relationships with key stakeholders officials, donors, and partners, and develop longer term sustainable partnerships in line with CARE's focus on localization. CARE works with partners and this role will be pivotal in growing CARE's localization agenda and partnerships with a key focus on women lead and Women rights organizations.

Additionally, the position is tasked with ensuring compliance with CARE's global standards in program quality, partnerships and ensuring safeguarding (prevention of sexual harassment, exploitation, and abuse and protection of children). The role requires frequent travel and adherence to strict safety and security protocols due to the country's volatile environment. It demands strong analytical skills and the ability to lead and manage teams effectively, especially in high-pressure situations. In collaboration with the Safety and Security focal point and the Country Director, the DCD-P promotes a safe and secure work environment, fosters a safety and security

culture, and ensures consistent application of and compliance with CARE USA safety and security policies and procedures.

Under the direction of the Country Director (CD) and as part of the Country Office Senior Management Team (SMT), the DCD-P plays a key role in advancing the strategic direction of the Country Office (CO). The DCD-P oversees both programs and all projects and is responsible for management of processes to support high quality development and implementation. The DCD-P leads senior managers ensuring best practice in both people and program management. In collaboration with the Country Director, the DCD-P performs representational and fundraising duties and ensures that the vision, mission, and core values of CARE International are promoted.

## **RESPONSIBILITIES:**

### **Program Management, Budget Management and Reporting**

- Ensure proper management of CO program and projects meeting agreed goals, objectives, and outputs in a timely manner, clearly recorded, and articulated in reports and support documentation.

### **Program Strategy and Program Quality**

- Lead and roll out CARE Myanmar program strategy 2023-2026 making necessary revisions and develop the CO new strategy from 2026. Ensure the impact areas and projects are designed and implemented in line with CARE country, regional and global strategy.

### **Fundraising, Representation and Advocacy**

- Conduct continuous research and analysis into the comparative advantage of CARE in the region and lead processes to identify CARE's niche.
- Coordinate the gathering and sharing of information on existing and emerging donor opportunities and liaise with CARE USA fundraising team and CI Members in securing project funding.
- Develop and enhance relationships between the CO and other parts of CARE and external organizations to maximize access to resource mobilization opportunities.

### **Common Staff Accountabilities**

- Provide proper supervision and management for all direct reports and lead the establishment and functioning of a strong, effective, and coordinated program team.

## **QUALIFICATIONS:**

- BA in a relevant subject (Social Sciences, Public Health, etc.) or equivalent combination of education and work experience.
- Minimum 8 years of program management, program development experience in complex operational contexts with an INGO or UN agency
- Extensive strategic and operational experience at a senior level with an international NGO, and demonstrated experience in the management of large and complex multi-sector programs.
- Demonstrated experience of humanitarian/nexus programming in complex conflict settings
- Experience in leading humanitarian programming, ensuring coherent approaches across the humanitarian/nexus spectrum with experience of representation at multi-agency coordination and cluster platforms.
- Demonstrated knowledge and experience of current best practices in humanitarian and nexus approaches, tools and methodologies and extensive experience in humanitarian program design, proposal development and program management.
- Experience of prioritizing and integrating gender in emergency

- Knowledge and experience of supporting MEAL system design and integration to improve program quality and impact.
- Experience in developing and applying sound evidence to substantiate results.
- Demonstrated extensive experience in resource mobilization strategy development, fund raising and developing winning proposals.
- Demonstrated ability to build and manage complex and diverse stakeholder relationships.
- Demonstrated skills in leadership and management in a complex international setting, excellent people management skills and interpersonal skills including the ability to develop harmonious teams in a cross-cultural context.
- Excellent networking skills with demonstrated experience in advocacy and donor cultivation.
- Experience in developing and managing strategies for cultivation and management of local partnerships and a demonstrated commitment to localization.
- Excellent written and verbal communication skills in English
- Demonstrated commitment to an innovative and learning and capacity building environment for national staff.
- Demonstrated commitment to gender equality and women's empowerment.
- Strong cross cultural communication skills
- Experience mentoring national counterparts and leadership.

#LI-CM1

**Apply Here:**

<https://phg.tbe.taleo.net/phg02/ats/careers/v2/viewRequisition?org=CAREUSA&cws=52&rid=7156>

*There are individuals who may use CARE's name and trademark in emails and on websites in an attempt to solicit fees from interested job-seekers. Some examples of these fees are placement fees or immigration processing fees. CARE does not use recruiting or placement agencies that charge candidates an up-front fee of any kind. Occasionally, CARE does employ recruiting or placement agencies to help us identify candidates for specific employment within CARE. If you're contacted by a legitimate recruiting or placement agency, there should be no charge to you. If you suspect that you have been a victim of fraud from someone purporting to be CARE, please contact us at [legal@care.org](mailto:legal@care.org).*

*We provide equal employment opportunities (EEO) to all employees and qualified applicants for employment without regard to race, color, religion, gender, gender identity, ancestry, sexual orientation, national origin, age, handicap, disability, marital status, or status as a veteran. If you'd like more information about your EEO rights as an applicant under the law, please [click here](#).*

*Starting salaries are based on internal equity, candidate experience, and the cost of labor where the job is based. Salaries listed only apply to jobs based in the US.*