



Vacancy Announcement

Job Title : Outreach Supervisor

No. of Vacancy : 1 Post

Date of Announcement : 6th June, 2025

Closing date of Application : 20th June, 2025

Duration of initial contract : 1 year (Including 3-month probation & with possible extension)

Report to : Harm Reduction Officer

Duty Station : Myitlyina

The Substance Abuse Research Association (SARA) is a registered local NGO in Myanmar and was founded in June, 1999 with the following Mission and Objectives.

Mission statement: Substance Abuse Research Association's (SARA) mission is to conduct research related to drug abuse and incorporate the findings into national drug policy, programs and services.

Objectives of Substance Abuse Research Association:

- (1) To conduct research related to drug abuse and to incorporate the findings into National Drug Policy and conduct yearly evidence-based drug abuse programs.
- (2) To enhance the recovery of people who use drugs and to enable them to return into mainstream Myanmar society through conducting evidence-based quality services, and to reduce the burden of drug use on the community.
- (3) To work in close collaboration with relevant Government Departments and Organizations so that drug use prevention and treatment services become more effective.
- (4) To ensure sustainability of drug use services with the aim of continuous services.

The Substance Abuse Research Association (SARA) is looking for highly motivated and dedicated individuals who are eager to work together with SARA members in her fight to reduce harms associated with drug use. SARA is currently implementing harm reduction and drug use prevention projects in Kachin State and Sagaing Region.

Yangon Project Office No (131/132), Room No (202), 2nd Floor, Gandamar Residence, Gandamar Road, 8th Ward, Mayangone Township, Yangon, Myanmar.

Phone : 09-73040097, 09-250971469, 09-252189338

www.saracentralmm.org

Email : sara.ygn.aa@gmail.com

Facebook : www.facebook.com/groups/SARA.Myanmar/?ref=bookmarks



Duties & Responsibilities

- ❖ Supervise the Outreach workers, in planning & conduction the health education sessions for drug users, their sexual partners and family members to make it more user-friendly.
- ❖ Conduct referral activity of drug users, their sexual partners and their family members to the VCCT sessions in collaboration with the local National AIDS Programme office.
- ❖ Assist the Nurse by referring clients and their family members for primary health care services sessions.
- ❖ Responsible to conduct various behavior change communication activities (health education sessions, BCC etc.) for target beneficiaries.
- ❖ Manage and supervise all outreach activities and develop outreach plan.
- ❖ Lead the outreach team to conduct Harm Reduction intervention community.
- ❖ To collect project related information from outreach workers and to submit monthly report to Harm Reduction Officer.
- ❖ Responsible for financial matter of Outreach team.
- ❖ Responsible to submit PEs' reports to Harm Reduction Officer (e.g. Meeting with PEs, Meeting with outreach team and PEs, PEs' N&S Distribution and Recollection)
- ❖ Responsible for Financial management in DIC Nutrition and Outreach Fuel.
- ❖ Responsible for safety of the outreach workers and organize the outreach team in delivering the harm reduction services effectively.
- ❖ Responsible to meet projected objective assigned by SARA EC and funding agency to assist for overall management and coordination where and whenever necessary.

Skills and Requirements

- ❖ Must be University Graduate (preferable Health background).
- ❖ At least 2 years' experience in the related field of outreach activities Working Experience with INGOs, NGOs and CBOs.
- ❖ Experience and Knowledge of Community Work, HIV/AIDS and Drug Abuse Field.
- ❖ Good Management, Interpersonal and Communication skills.
- ❖ Able to speak in local dialects.
- ❖ Resident of Kachin State and have knowledge of local context.

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Working Condition

Working Days: Monday to Friday, 8:00 AM to 4:30 PM

Travel

The Outreach Supervisor is expected to travel to Project Sites and other townships as and when required. The duration of travel will vary from 3 to 10 days in general.

How to Apply

Interested candidates who meet the above requirements are required to submit a Cover Letter, a comprehensive CV via e-mail only to sara.ygn.aa@gmail.com , CC : sara.mkn.hro@gmail.com not later than 20th June 2025.

Additional Considerations:

- ❖ Please note that the closing time is 4:00 PM (Myanmar Standard Time).
- ❖ Earlier application is encouraged to every interested person. Position will be filled up soon after receiving the potential application.
- ❖ The existing staff of SARA is encouraged to apply.
- ❖ Only short-listed applicants will be informed of the date of Selection Interview.

Please do not send electronic scans of degrees, diplomas, certificates and the application must contain a phone number, email address, recent passport size photo and a statement of expected salary and two Referees: preferably, one from the current/ last worked organization and one from an individual who can attest to the applicant's technical expertise.

SARA is Equal opportunity employer for all applicants, and complies with applicable laws relating to employment practices.

SARA considers on the basis of merit without regard to age, sex (including gender identity or expression), sexual orientation, marital status, religion, race, color, national origin, disability or any other protected characteristics.

SARA has zero tolerance towards Sexual Exploitation, Harassment, Abuse, and any other types of abusive conduct.