



Network Activities Group (NAG)

No.51, Shukhinthar Street, Rose Garden, Ward-27, North Dagon Township, Yangon, Myanmar.
Tel: 09-450694361~5, Email: info@nagmyanmar.org, Web: www.nagmyanmar.org

VACANCY ANNOUNCEMENT

Reference No: NAG-HR-VA-2026/0012

Social Specialist

Position	Social Specialist
Location	Mandalay Region
Duration	Probation 3 months (potential to extend)
Applications closing date	18th October 2026
How to apply	Submit application together with 1) Cover letter 2) CV detailing experiences and qualifications (including recent photo and two references) to recruitment@nagmyanmar.org with subject line, “VA-0012/Social Specialist”.
Note	Only short-listed candidates will be invited for relevant tests and interview.

1. Project Background

Network Activities Group (NAG) is a national non-profit organization in Myanmar, with a vision of “Emergence of a peaceful, prosperous and dignified society that values equity and diversity”. NAG supports CSOs to implement livelihood, natural resources management and rural development programs and projects. NAG operates humanitarian, peace and development projects in Central Dry Zone, Coastal and Delta, Hilly Region and Southeastern Part of Myanmar.

2. The Role

The role of the **Social Specialist** is responsible for providing technical leadership on social risk identification, assessment, mitigation, and monitoring across SCORE project activities and assist to **Team Leader**. The role will ensure meaningful participation of women, persons with disabilities, vulnerable and marginalized groups in project planning and implementation; support community mobilization and participatory decision-making processes; monitor social risks and compliance; strengthen grievance redress and referral mechanisms; build the capacity of project staff and community structures; and coordinate closely with stakeholders to promote inclusive, accountable, and socially responsible project implementation while contributing to project reporting, learning, and adaptive management.

3. Responsibilities

The incumbent will be responsible for the following duties:

Terms and References for Social Specialist

- Lead social risk identification, assessment, mitigation, and monitoring across SCORE project activities.
- Ensure effective application of social safeguards, conflict sensitivity, Do-No-Harm, gender equality, and social inclusion principles.



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- Provide technical guidance to community mobilization teams on inclusive community engagement, consultation, and participation.
- Facilitate and monitor Participatory Rural Appraisal (PRA) process, Community Action Plans (CAPs), and community decision-making processes.
- Ensure meaningful participation of women, persons with disabilities, vulnerable households, and marginalized groups in sub-project planning and implementation.
- Establish, strengthen, and monitor the Grievance Redress Mechanism (GRM) and ensure complaints are appropriately followed up and resolved.
- Maintain appropriate grievance documentation while protecting confidentiality and sensitive information.
- Ensure that complaints involving safeguarding, SEA/SH, child protection, or other sensitive issues are referred through appropriate confidential referral mechanisms.
- Conduct conflict and social context analysis and recommend adaptive measures in response to changing local conditions.
- Monitor social risks and compliance through regular field visits, social screening, checklists, and corrective action follow-up.
- Build the capacity of IP and sub-IP staff, Consultative Groups (CGs), Working Committees (WCs), and communities on social safeguards, inclusion, conflict sensitivity, GRM, safeguarding, and community participation.
- Coordinate with the Environmental Specialist to ensure effective integration of environmental and social risk management.
- Maintain effective stakeholder engagement and coordination with communities, local organizations, authorities, and relevant project stakeholders.
- Document lessons learned, good practices, community feedback, and case studies to support adaptive management.
- Prepare timely social monitoring updates, field reports, and technical inputs for project-related reports.

4. Requirements

The ideal candidate will have the following qualifications:

- Relevant bachelor's degree with three years of relevant experience and INGO/ NGO background is preferable.
- Strong interpersonal and Organization skills
- Systematic and efficient approach to work assignments, good judgment and analytical ability
- Willingness and ability to travel to field offices (if required)

The Network Activities Group (NAG) is an equal opportunity employer, and we encourage women to apply. Network Activities Group (NAG) is committed to 'Zero Tolerance' to child abuse and sexual harassment. All Network Activities Group (NAG) staff are required to sign NAG's Code of Conduct and adhere to it at all times.
