

## Detail Job Descriptions



<b>Job Title:</b>	Country Director Myanmar
<b>Department:</b>	International Programmes Department
<b>Location:</b>	Myanmar
<b>Reports to:</b>	Head of International Programmes
<b>Line Management responsibility:</b>	Head of Operations, Head of Programme, Area Manager(s), Programme Development & Funding Manager, Senior Government Liaison Manager
<b>Budgetary Responsibility:</b>	2M USD
<b>Child Safeguarding level:</b>	<p>We are committed to the safeguarding and protection of children and vulnerable people in our work. We will do everything possible to ensure that only those who are suitable to work with children and vulnerable people are recruited to work for us.</p> <p>Therefore, this post is subject to a range of vetting checks including a criminal records disclosure, DBS, or in the event that the employee is not a UK resident, a check to its equivalent in the current residing country will be required.</p>
<p><b>Job Purpose:</b></p> <p>The Country Director will provide dynamic leadership and management to develop and deliver MA-UK 's strategy in Myanmar, with a focus on leading and building a high-performing, diverse team and developing strong relationships with external stakeholders that are critical to the organisation's growth and reputation in the country.</p>	
<p><b>Key Accountabilities:</b></p> <p><b>Leadership, Representation &amp; Accountability</b></p> <ol style="list-style-type: none"> <li>1. To ensure the country office's programme strategy is responding to the country's critical development and humanitarian needs, and is also aligned to organisation's global strategy, mission and values.</li> <li>2. To enhance MA-UK's reputation and brand through maintaining positive relationships with other stakeholders, including government, donors, UN bodies, other INGOs, and local NGOs.</li> <li>3. To represent MA-UK externally and internally, and to communicate MA-UK's work in Myanmar externally and internally.</li> <li>4. To manage, develop and empower country staff. To take responsibility for the country office's strategic framework, agreed annual plans, budgets and defined delegations of authority.</li> <li>5. To influence external stakeholders with messages linked to the organisation's global and in-country strategy.</li> <li>6. To ensure high quality MEAL and time for reflection, and that learning is integrated into all activities and best practice shared both within the country office and across the organisation.</li> <li>7. Provide regular one to ones to the relevant employees, ensuring that you adhere to MA's annual appraisal "PACE" framework</li> <li>8. Ensuring that relevant employees are set with annual SMART objectives and making sure that you are aware of your SMART objectives from your line manager.</li> </ol>	