



Equality Myanmar

No. 334/344, 2 nd Level, Bagan Housing, Lanmadaw 1st street, Anawrahta Road, Lanmadaw Township, Yangon, Myanmar.

Tel : +95 1 229108

Fax : +951 229109

Mobile : +95 9448023569

info@equalitymyanmar.org

www.equalitymyanmar.org

Vacancy Announcement

Deadline For Application	1st May 2018
Position Title	Advocacy Trainer
Location	Equality Myanmar Office, Yangon, Myanmar
Reports to	Project & Advocacy Manager

Equality Myanmar (formerly HREIB) seeks a committed and enthusiastic person to join our team as **Advocacy Trainer**. This position is full time and starts **as soon as possible**.

Organization Background

Equality Myanmar (EQMM), formerly known as the Human Rights Education Institute of Burma (HREIB), is a nongovernmental organization that facilitates a broad range of human rights trainings, advocacy programs, and research and documentation projects which target civil society organizations and grassroots communities. EQMM is dedicated to raising widespread awareness of human rights in order to empower the people of Myanmar to engage in social transformation and to initiate rights-based solutions to social problems.

EQMM was founded (as HREIB) in 2000. The organization now maintains its head office in Yangon with a field office in Mandalay and human rights education operations throughout the country. EQMM's core program and projects focus on human rights trainings and workshops, capacity building for civil society, facilitation and implementation of advocacy activities, networks and campaigns, and production of human rights print and multimedia materials, as well as research and analysis on topics relevant for its education and advocacy activities.

Duties and Responsibilities

Core HRE PROGRAM MANAGEMENT

- *Participate in annual planning meeting, scheduling activities and monthly meeting;*
- *Identify resource persons and share information to Program Manager if there is a need for Core HRE activity;*
- *Participate in developing modules and ensuring that modules are updated based on new political and social development, and lead in developing new modules when necessary, advice on ToT candidate selection process, conduct Facilitation section of Core HRE TOT and Refresher training, ; (Core HRE ToT and Refresher)*
- *To be part of ToT -in collaboration with Core Program team*
- *Support core HRE trainers for updating and development module and other issues;*
- *Submit Core HRE Trainer Assessment report to Program Manager*
- *Provide technical support to Program Coordinators*
- *Ensure training quality by conducting regular monitoring trips to project areas together with trainer when*

necessary and

- *Ensure monitoring trainers' study plans for their accomplishment in coordination with Core Program Manager and Executive Director*

Advocacy management and Training

- Take overall responsibility for the design, implementation, evaluation and enhancement of Core and advocacy department training, capacity building and advocacy support for human rights defenders and partners
- Work with PAM, Coordinators and Advocacy Team to research, draft, design and deliver training products and advocacy resources for human rights defenders, advocacy practitioners, documentation and mentors , including manuals, handbooks, and e-newsletters such as the Human Rights Monitor.
- Make a final check pre/post-test including standard answer for advocacy training and develop evaluation form for respective activity which prepared by Advocacy Coordinator
- Be responsible to conduct all EQMM Advocacy trainings according to the time frame.
- Support to the Action team for advocacy trainings, CSOs and network advocacy workshops, national CSO forum, UPR submission meetings, support action trainings and ToT, and civil society and government joint engagement.
- Works as resource person for advocacy projects and Evaluate and follow up on training, capacity building and advocacy support activities with a view to reinforcing capacities, assessing impact, and building partnerships and network and to make mentoring trip within the country and provide technical support to Advocacy Facilitators and advocacy trainers (EIDHR and other projects)
- Coach Advocacy Facilitators and work with other advocacy staff members to provide in-house advocacy capacity building
- Provide work plan and close supervision to Advocacy Facilitators and advocacy trainers
- Attend NGO/CBO collaboration events/meetings and advise appropriate trainers if necessary in consultation with ED, DD and PAM
- Submit a narrative activity report to Project and Advocacy Manager within a week (10 days) completion of activity (Funded or Non-funded by EQMM) including the following relevant supporting documents: photographs of the activity; pre/post test results and analysis, participants' list for each activity; and evaluation summary; and
- Develop and submit monthly individual work schedules by using Google calendar before the 2nd of every month, and update advocacy daily activity at the end of every working day.

AUDIO VISUAL PRODUCTION ACTIVITIES

- Act as a facilitator in HRE TV series and involve in TV production process if necessary;
- Advise and discuss to AV Coordinator, PM and ED in order to produce better AV production and effective community educational tools.

OTHER DUTIES

- Undertake any other organizational tasks that may from time to time be assigned.

Required Qualifications and Skills

- Myanmar National
- Minimum 5 years working in advocacy work (on Human Rights issues is preferable) with INGOs/ NGOs or comparable relevant experience

- Postgraduate degree in human rights, law, political science, social science, international development or other relevant fields or equivalent experience
- Demonstrated experience in designing and implementing advocacy programs
- Must be able to communicate comfortably in oral and written English and Myanmar
- Knowledge of the political situation in Myanmar
- Willingness to travel frequently.
- Must have computer skills in MS Excel, MS Word & Power point
- Creative, independent, and highly self-motivated
- Flexible, able to work under pressure, innovative, and a team player
- Respect for diversity and sensitivity to other cultures
- Strongly committed to human rights, social justice, and peace

Salary and Benefits

Competitive local salary commensurate with experience; basic healthcare coverage; and related travel costs for field trips. Opportunities to engage with local, regional and international human rights advocacy networks.

How to Apply

If you are interested in applying for this position please submit the following to humanresource@equalitymyanmar.org **no later than 01st May 2018, 4 PM.**

- Resume/CV
- Cover Letter
- Names and contact information for two references

For more information about Equality Myanmar and our work please visit www.equalitymyanmar.org

For further information about this position, please contact via 09-448023569

Equality Myanmar is committed to equality in opportunity for all people. We have a policy of non-discrimination, offering equal opportunity to all employees and applicants for employment on the basis of their demonstrated ability and competence without regard to such matters as race, sex, gender, religion, national and/or ethnic origin, disability, .age, sexual orientation, gender identity, political belief, or other status.

Only shortlisted candidates will be contacted for interview.