The Trusted Taskforce
Vacancy Announcement

Position Title	**: Officer (Prevention)**
Number of Position	**: 1 Position**
Location/Duty Station	**: Mrauk-U, Rakhine, Myanmar**
Contract Type	**: Fixed-Term**
Report to	**: Manager (Regional focal)**
Application Deadline	**: 8 November 2026**

About Triple T

Who we are

Triple-T is a local frontline responder comprised of highly experienced members specializing in networking, localizing, programmatic, and operational aspects of humanitarian, human rights, and development work across private and Non-Profit sectors, including International Non-Government, UN, and Donor agencies. Specifically, Triple-T possesses extensive expertise in Humanitarian and Emergency Response, Stakeholder engagements, Gender-based Violence Protection, Child Protection, Social Protection, Protection Case Management, Mental Health and Psychosocial Support, Emergency Health Programming, Financial Management, Logistics and Supply Chain Management, MEAL (Monitoring, Evaluation, Accountability, and Learning), Human Resource Management, IT management including Digital Security, Organizational Development and System Strengthening, and others.

What we do

Triple-T primarily focuses on implementing Humanitarian and Development Interventions, Right-based Programming, Emergency Response, and System and Capacity Development, with a particular emphasis on supporting local and community-based organizations and frontline task forces. Additionally, we engage in Networking, Coordination, and Partnerships with local and international allies. Our operations extend across Myanmar and the borders of neighboring countries.

Job Overview: The Officer (Prevention) is responsible for planning, implementing, and monitoring community-based prevention activities to reduce protection risks, including child protection violations, gender-based violence (GBV), exploitation, abuse, and other forms of harm. The role focuses on raising community awareness, strengthening the capacity of People Volunteers (PVs), frontline staff, and community networks, and promoting safe, inclusive, and protective environments. The officer also supports protection risk identification, safe referrals, and coordination with relevant stakeholders while ensuring the integration of safeguarding, PSEA, gender, disability inclusion, accountability, and Do No Harm principles across programme activities. This includes remote and in-person supervision and coaching of Violence Defenders, as well as providing technical guidance as needed. As the focal point for prevention activities, the Officer (Prevention) will collect and compile activity-related data to support reporting and adaptive management, requiring close collaboration with the Finance Officer.

Job Responsibilities

Overall Project Implementation

- Develop and implement community-based prevention activities to reduce risks of child protection violations, gender-based violence (GBV), exploitation, abuse, and other forms of harm.

- Conduct community awareness sessions on protection, safeguarding, PSEA, child protection, GBV prevention, and available support services.
- Engage community leaders, People Volunteers (PVs), frontline staff, and local networks to identify protection risks and promote safe practices.
- Integrate gender, disability inclusion, accountability, and protection mainstreaming into programme activities.
- Identify protection concerns and safely refer individuals to appropriate services in line with established referral pathways and confidentiality protocols.
- Support the development of prevention materials, training sessions, and community action plans.
- Ensure EWS field monitoring conducted bi-weekly and monitoring records, corrective action and action plans are reported timely to the Regional Focal.
- Monitor prevention activities, collect disaggregated data, document achievements and challenges, and report to the supervisor.

Protection Awareness, Structured GBV & Child Abuse Prevention and Dignity Supply

- Lead the field planning, mobilization, and delivery of short, MHPSS-integrated protection awareness sessions adapted to active conflict and displacement settings.
- Facilitate awareness modules covering Child Protection (CP), Gender-Based Violence (GBV) risk mitigation, case identification and safe referral pathways, landmine/UXO risk awareness, life-saving practices during airstrikes, hygiene promotion, stress management, Protection from PSEA, and Child Safeguarding.
- Oversee logistical support, including participant transportation and meal costs, to enable safe access for community members from hard-to-reach or remote IDP sites.
- Lead structured prevention education sessions targeting at least 450 individuals across in 2 townships of Rakhine area.
- Supervise Violence Defenders and frontline facilitators to conduct segregated, context-appropriate modules for husbands, wives, couples, children, and whole families.
- Strengthening community knowledge and behavioral practices to prevent domestic violence, intimate partner violence (IPV), and Violence, Abuse, Neglect, and Exploitation (VANE) against children.
- Coordinate the systematic identification and registration of women and adolescent girls of reproductive age across conflict-affected displacement sites in Rakhine.
- Ensure distribution setups are female-led, confidential, and safe, reducing physical health risks, social stigma, and barriers to girls' participation in education and community life during displacement

Supervision, Volunteer Mentorship & Capacity Building

- Provide technical guidance, daily work plans, and performance coaching to Violence Defenders and People Volunteers (PVs).
- Deliver cascade training and refresher sessions for community volunteers on basic protection monitoring, PSEA awareness, community outreach methods, and Do No Harm principles.

Monitoring, Evaluation, and Reporting

- Monitor activities executed by direct implementers or frontline responders to ensure scope and quality criteria are fulfilled in accordance with MERAL requirements.
- Collect and compile monitoring and evaluation data using organizationally provided tools and formats.
- Ensure data validity, reliability, and integrity to fulfill data quality requirements.
- Lead data gathering procedures, including assessment and reporting - utilizing digital data platforms such as KoBo Toolbox with support from the MERAL Focal Person.

- Ensure community perspectives, opinions, and feedback are incorporated into project management and adaptations to improve accountability throughout execution.
- Identify best practices, needs, gaps, and challenges (including local context and political shifts) to improve quality assurance procedures and protocols during project execution.
- Monitor and document field activities to ensure alignment with work plans and donor requirements.
- Submit bi-weekly and monthly work plans and activity reports to the Regional Focal Person.
- Contribute to the preparation of donor reports and field success stories as needed.

Coordination and Collaboration

- Maintain and build a strong, trusted network with relevant stakeholders, coordination groups, CSOs/CBOs, frontline responders, and service providers for effective emergency response and resilience implementation on the ground
- Coordinate with relevant local stakeholders to strengthen community-based protection mechanisms.
- Collaborate with internal departments to ensure effective delivery of emergency response and resilience activities.
- Represent the task force at field-level meetings and events as assigned by Triple-T.

Finance & Logistics Administration

- Ensure accurate preparation and timely submission of financial documentation, including budget estimations, budget breakdowns, payment requests, and advance settlements, in line with organizational procedures.
- Maintain proper records of financial transactions and support project teams in completing required financial forms.
- Assist in monitoring project expenditures by compiling, reviewing, and verifying financial documents to ensure compliance with donor and organizational guidelines.

Safeguarding and Compliance

- Ensure strict adherence to safeguarding policies, PSEA (Prevention of Sexual Exploitation and Abuse), Child Protection standards, and Do No Harm principles.

Other

- Perform other duties as assigned by the supervisor.

Requirements

Experience

- 2 to 4 years of relevant professional experience in a related role.
- Professional experience implementing protection, emergency response, resilience, and recovery programs in humanitarian settings (NGO/INGO/CSO).
- Previous experience in Gender-Based Violence (GBV), Child Protection case management, or MHPSS is preferred.
- Professional experience working with diverse communities and individuals.
- Proven experience working with local partners, CBOs, trusted community networks, and frontline responders in emergency settings.

Qualifications

- Bachelor's degree in relevant field or equivalent qualification in relevant field (advanced degree preferred)

Skills and Knowledge

- Ability to work professionally with diverse teams, partners, and communities.
- Strong knowledge of protection activities in humanitarian and development contexts.
- Strong communication skills to effectively engage with beneficiaries, task force members, and stakeholders.
- Strong interpersonal skills with the ability to work both collaboratively and independently.
- Strong problem-solving skills and the ability to motivate and manage the well-being of Violence Defenders.
- Excellent organization and coordination skills to handle multiple tasks, meet deadlines, and work under pressure in a multi-cultural environment.
- Proactive, adaptable, collaborative, and open to continuous learning.
- Proficiency in computer applications, including MS Office.
- Proficiency in English and relevant local languages.
- Commitment to regular self-care practices while managing multiple tasks, and openness to receiving technical guidance.

Triple-T's Standard Requirement

- Strong commitment to the Triple-T's vision, mission, goals, and values.
- Understanding and appreciation of diversity, equity, and inclusion principles.
- Willingness to respond to the needs of Myanmar and its people.
- Quick grasp of cultural and conflict sensitivity in various work contexts.
- Flexibility and adaptability to work collaboratively and overcome challenges in changing situations.
- Maintain a zero-tolerance policy for any violations of Protection from Sexual Exploitation and Abuse (PSEA) and Child Safeguarding policies.

We provide equal work opportunities regardless of age (at least 18), race, color, religion or belief, gender, sexual orientation, nationality, ethnic or social origin, status, disability, pregnancy or maternity, marital status, or any other characteristic.

This position is open only to **Myanmar Nationalities.** Please specify position and duty station in your application letter.

HOW TO APPLY

Interested candidates are invited to submit CV to hr.recruitment@thetriple-t.org not later than **8 November 2026.**