

ASSESSMENT SPECIALIST FOR MYANMAR (YANGON-BASED)

(Reference: 26|MMR|AS01)

BACKGROUND ON IMPACT AND REACH

IMPACT Initiatives is a humanitarian NGO, based in Geneva, Switzerland. The organisation manages several initiatives, including the REACH Initiative. The IMPACT team comprises specialists in data collection, management and analysis, GIS and remote sensing. IMPACT was launched at the initiative of Acted, an international NGO with headquarters based in Paris and presence in 30 countries. The two organizations have a strong complementarity formalized in a global partnership, which allows IMPACT to benefit from Acted's operational support in its fields of intervention.

We are currently looking for a Assessment Specialist to support our team in Myanmar, based in Yangon, Myanmar.

Department: REACH
Position: Assessment Specialist
Contract duration: 12 months
Starting Date: October 2026
Location: Yangon, Myanmar

COUNTRY PROFILE

Myanmar's complex and multi-faceted humanitarian crisis is characterised by armed conflict, inter-communal tensions and vulnerability to natural hazards. The February 1st 2021 military takeover further exacerbated pre-existing vulnerabilities, leading to heightened needs amongst the population, with an estimated 19.9 million people, or a third of the country's population, estimated to be in humanitarian need. Ongoing clashes continue to trigger displacement with more than 4 million people reportedly internally displaced. The 28 March 2025 earthquake, seasonal flooding and exposure to cyclone risk further exacerbated needs and displacement.

The REACH team – based in both Yangon and Bangkok – has been supporting the humanitarian response in Myanmar since 2022 through the implementation of various assessments, including yearly Multi-Sector Needs Assessments (MSNAs), Joint Market Monitoring Initiative (JMMI), Post-Distribution Monitoring (PDMs) and other assessments, as well as co-chairing the Needs Monitoring and Analysis Working Group (NMAWG). REACH is continuing to explore new and innovative ways to effectively inform humanitarian, development and climate responses.

POSITION PROFILE

Under the supervision of the IMPACT Country Representative / Research Manager, the Assessment Specialist will set at the intersection of analysis and coordination, working closely with key stakeholders including OCHA, the Resident - Humanitarian Coordinator's Office, clusters, and data actors (including other data enabler consortium members), to ensure that available evidence is systematically shared, jointly analysed, and translated into actionable insights for response planning.

The role is designed to support and strengthen the existing assessment and analysis landscape and coordination structures in Myanmar by improving how data is consolidated, analysed, and used; including in sudden-onset emergencies.

The core functions of the Assessment Specialist will be, co-chairing of the Myanmar Needs Monitoring and Analysis Working Group (NMAWG) and providing dedicated joint analytical capacity for the Data Enablers consortium.

The candidate should be comfortable representing and coordinating IMPACT with a range of senior external partners including cluster and coordination structure focal points, UN agencies including OCHA and the Resident – Humanitarian Coordinator's Office, INGOs and national organisations. This position requires a profile who is a natural networker and coordinator, whilst having a strong assessment and analytical capacity, as the Assessment Specialist's job can range from coordinating with external partners, chairing working group meetings, to leading technical analysis.

In addition, as part of the country's Senior Management Team (SMT), the Assessment Specialist contributes to the development and implementation of IMPACT's country strategy and promotes organisational vision and core values across the mission.

RESPONSIBILITIES

The Assessment Specialist responsibilities include the following:

NEEDS, MONITORING AND ANALYSIS WORKING GROUP (NMAWG) CO-CHAIR AND ANALYSIS COORDINATION

- Co-chair the NMAWG alongside OCHA, and represent the NMAWG and IMPACT within the Inter-Cluster Coordination Group (ICCG)
- Build buy-in amongst Myanmar's assessment and analysis partners to contribute to the NMAWG, facilitate regular working group meetings, technical discussions, and information exchange amongst members; Promote sharing and use of data, assessment findings and analytical outputs;
- Support the development and delivery of standard operating procedures and best practices focused on data protection and system-wide information sharing;
- During sudden-onset emergencies, the Assessment Specialist will support OCHA, coordination bodies and other relevant actors in the coordination of rapid needs assessments as needed.

JOINT ANALYSIS FOR THE DATA ENABLERS CONSORTIUM

- Facilitate joint analysis of available datasets, identify priority information gaps, and promote coordinated approaches to address them
- Alongside other consortium members, produce joint analytical outputs utilizing data from difference sources both within and outside of the consortium (e.g. community priority analysis);
- Supporting de-duplication and alignment of research and analysis approaches, identifying opportunities for complementary assessments and analysis

STRATEGIC AND PROJECT DEVELOPMENT

- In coordination with the Country Representative, represent IMPACT with donors, partners, and the wider humanitarian and development community in Myanmar to understand contextual developments, key trends and relevant information needs, and identify how IMPACT can address these priorities;
- Alongside the SMT, contribute to the development and implementation of the IMPACT Myanmar country strategy;

- Under the guidance of the Country Representative, contribute to conceptualization of new projects, drafting proposals, regular reporting, and M&E; ensure that contractual obligations are met in terms of programs deliverables.

The Assessment Specialist will maintain the strictest confidentiality on all data collected and related processes. They will actively take measures to prevent the unauthorized sharing of any information and data belonging to IMPACT and its partners or collected during his/her assignment with IMPACT.

REQUIREMENTS

- ❖ **Excellent analytical and critical thinking skills** with experience of interpreting complex data and producing clear, actionable insights.
- ❖ **Strong familiarity with different qualitative and quantitative research methods**, with the ability to evaluate the quality of different data sources.
- ❖ **Familiarity with aid system** Excellent understanding of the aid system and the research community, prior experience with humanitarian coordination forums is required; Prior experience with leading or supporting Assessment and Analysis Working Groups is highly desirable
- ❖ **Years of work experience** At least 4 years of relevant working experience in a humanitarian setting, such as program management, research, evaluation, or assessment.
- ❖ **External engagement skills** A natural networker. Experience engaging with external stakeholders, including donors, UN, and NGOs;
- ❖ **Experience in geographical region** Past experience in Myanmar is desirable;
- ❖ **Communication/reporting skills** Excellent communication, presentation and drafting skills for effective reporting and reviewing;
- ❖ **Cross-cultural work environment** Ability to operate in a cross-cultural environment requiring flexibility and work independently;
- ❖ **Academic qualifications** Excellent academic qualifications, including a master's degree in a relevant discipline;
- ❖ **Software skills** Proven knowledge of the Microsoft Office Suite, to include Word, Excel, and PowerPoint; skills in Adobe Indesign, and data analysis software (e.g. R) are desirable
- ❖ **Language skills** Fluency in English required, competency in Burmese or other Myanmar languages is an asset.

COMPENSATION & BENEFITS

- For this position, salary between 3'180 CHF and 3'240 CHF monthly (before income tax), etc as well as a monthly living allowance of 300 USD *NB - IMPACT salaries are strictly determined by our salary grid depending on the grade of the position and the level of education of staff. A location-dependent security and/or isolation adjustment is then applied as a recognition that some staff are required to work in difficult places where living and working conditions are much more difficult than elsewhere.*
- Accommodation and food provided in the guesthouse.

- Enrolment in Swiss private pension fund (Swisslife – approx. 9.975% of staff gross salary), health insurance, life insurance and repatriation assistance.
- Flight tickets every 6 months & visa fees covered (in-country travel costs and professional expenses are fully covered).
- Contribution to the luggage transportation: between 20 and 100 kgs, depending on the length of the contract (+ luggage and personal property insurance)
- Annual leave of 36 days per year. Public holidays of the country of assignment. Family/compassionate leave when applicable.
- Predeparture induction - 3 days at IMPACT Initiatives's HQ in Geneva + one week pre-departure training in ACTED HQ in Paris, including a 4-days in situ security training;
- IMPACT prioritizes the psychological safety of its staff and the health insurance provided covers, among others, up to 1000 € per year of psychosocial counselling fees.