

Thailand Programme Director

TBC works with conflict affected communities in SE Burma/Myanmar and 9 refugee camps in Thailand building preparedness for return and reintegration of displaced people. Through local partners and community led processes, TBC supports access to Food, shelter, capacity building for Community management, and rehabilitation of conflicted affected communities. Now we are urgently seeking **Thailand Programme Director** to join the team.

Job Purpose:

This position will oversee the return of refugees to Myanmar and consolidation of TBC's programmes in 9 camps on the Thailand Myanmar border as the organisation downsizes towards eventual closure. Thailand Programme Director will ensure the rights and concerns of refugees and the people in the communities to which they might (re)settle, remain TBC's primary consideration. This position will lead the development of progressive and innovative approaches in providing integration of community managed processes, nutrition, shelter and livelihoods programmes and humanitarian assistance guided by TBC Strategy 2017-2019.

Type of Employment/ Location:

1 year contract with staff benefits and possibility of extension/ Bangkok-Thailand

Job Responsibilities:

1. Develop strategy and annual action plan in close collaboration with senior management team for return and reintegration of refugees, consolidation of services in camps and eventual handover and closure of operations.
2. Use a results based approach, plan the implementation of technical programmes and the field operation with programme specialists and managers from start to completion with detailed targets, budgets and resource estimates.
3. Work with governance entities in camps and CSOs to ensure communities are engaged in planning their voluntary return and reintegration processes and linking with UNHCR led processes.
4. Facilitate effective communication and coordination between the field coordinators, specialists, managers and field operations support team relating to nutrition, shelter, food security and livelihoods and camp management to ensure their alignment and compliance to donors requirements and TBCs exit strategy.
5. Facilitate effective communication and coordination with Myanmar team and CSOs to build linkages between refugees and potential host communities.
6. Work closely with Supply Chain and logistics Unit and camp stipend staff to ensure best practice in systems for recording and handling of procurement, food card system, supplies inspection, storage and distribution of all commodities.
7. Oversee the TBC accountability mechanisms in the field and ensure both complaints and responses are handled in a timely manner by all parties.
8. Work in close collaboration on programme proposals with the programme development team from development, inception, through to reporting, ensuring inclusion of community voices in the process and compliance with donor requirements.
9. Participate in related research projects with academic and professional partners that further the technical knowledge of humanitarian relief and development.
10. Host Donors visits and manage donor relations as required.

11. Represent TBC to donors, multilaterals, other INGOs, CCSDPT, UNHCR and Royal Thai Government as required.
12. Support development of M&E systems and tools to ensure that the methodologies used and the information gathered are suitable to programme and donor needs.
13. Manage the programme teams capacities and constraints to ensure that the strategic goals are met amidst the downsizing and reduction of the staff.
14. Undertake all other duties and projects as may be assigned from time to time.

Job Requirements:

- Bachelor's degree and/or Master's degree in relevant discipline
- At least 10 years experience working in programme management and/or field operations in a humanitarian setting (preferably in SEA region)
- Experience in managing exit strategy and/or programme closure
- Experience in managing refugee repatriation preferred
- Broad knowledge of M&E and IT tools
- Ability to apply conflict sensitivity approaches
- Experience of proposal development and knowledge in finance and budgeting
- Strategic thinking and high level project management skills
- Proven networking, organizational and communications skills
- Ability to perform under time pressure, be flexible, work independently and manage multiple tasks
- Work effectively as a leader and team member in a multi-cultural environment
- Excellent proficiency in English with Thai /Burmese language is a plus.

Application Closing Date: 14th July 2017

Expected Start Date: 15th August 2017 or 1st September 2017

Reporting Line: Executive Director

How to Apply:

- Please submit a current CV/resume including 2 references and a cover letter explaining why you are suitable for this post to hr@theborderconsortium.org or through this web site.
- Only short-listed candidates will be contacted.

TBC is an equal opportunity employer that values diversity at all levels.

(Minorities/Females/People with Disabilities)