



Myanmar Red Cross Society

HR-VA No.039 – Sr. Emergency Health Coordinator



Myanmar Red Cross Society (MRCS) is volunteer based humanitarian organization throughout the whole country acting with and for the most vulnerable at all times.

Senior Emergency Health Coordinator

No. of Post	: 1 post
Report to	: Operation Coordinator/Program Manager
Department	: Health Department
Program/Project	: MRCS Earthquake Relief and Recovery Operation
Duty Station	: Naypyitaw/Yangon
Grade	: F-1
Benefits	: Salary + Insurance + Monthly Allowances + Periodic Allowances + Training Communication Charges + Travelling Allowances + Casual Leave + Quarantine Leave + Earned Leave + Medical Certificate Leave + Maternity Leave + Home Leave + Substituted Leave + Paternity Leave + Compassionate Leave + Blood Donation Leave

Application Period : 31-March-2026 to 5-April-2026, 16:30 p.m.

Brief Intro About Department or Program: MRCS Health program is based on MRCS Strategic Plan, MRCS Health Strategy and policy. The goal of the program is to reduce mortality and morbidity related to priority communicable diseases and the impact of public health emergencies and disasters, and promotes health and sanitation by improving the capacity of communities and Red Cross branches. MRCS continues to engage several community-based programmes with the support from Red Cross movement partners and the interventions undertaken are aimed at improving the resilience of vulnerable communities towards occurring risks (health risks and future disasters).

Project/Program Background: The Earthquake Operation under the Myanmar Red Cross Society (MRCS) is a dedicated emergency response initiative designed to address the urgent humanitarian needs resulting from the recent earthquake that has impacted multiple regions across Myanmar. Coordinated with support from both domestic and international partners, the operation aims to provide timely and effective assistance in key sectors such as shelter, health,

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water and sanitation, livelihood recovery, and protection services. **The Earthquake Operation is managed under the Mandalay Earthquake Relief and Recovery Operation (ERRO) Team**, working in close collaboration with MRCS internal departments, branches, volunteers, and communities to ensure a well-coordinated, people-centered response aligned with MRCS’s strategic priorities and operational guidelines.

Purpose of the Position: The overall purpose of this position is to lead the health sector response to the March 2025 earthquake in Myanmar, ensuring coordinated, strategic, and effective delivery of emergency health services. The **Sr. Emergency Health Coordinator** will supervise three Health Officers across hub offices, collaborate with key stakeholders including IFRC, ICRC, partner National Societies, and local health authorities, and guide the planning and implementation of response, recovery, and rehabilitation efforts. The purpose of this position is to support the implementation and coordination of Earthquake Operation activities in the assigned area(s). The staff member will work closely with MRCS branches, relevant departments, Red Cross Volunteers, affected communities, and partners to ensure effective planning, execution, monitoring, and reporting of operational activities. The role also includes contributing to needs assessments, facilitating community engagement and accountability, and supporting data collection and documentation to enhance program quality and impact. This position is critical to ensuring that MRCS delivers principled, timely, and high-quality humanitarian assistance to people affected by the earthquake.

Duties and Responsibilities:

Sector Leadership & Strategy

1. Lead the health sector response, ensuring alignment with national and international standards.
2. Develop and implement strategic plans for emergency response, recovery, and rehabilitation.
3. Ensure integration of health with WASH, shelter, nutrition, and protection sectors.

Implementation

4. Lead community-based health services and emergency PHC (mobile/static clinics).
5. Oversee day-to-day operations of partner organizations in line with SOPs.

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6. Ensure delivery of maternal and child health, family planning, and nutrition services.
7. Provide technical guidance and training to staff, Red Cross volunteers and community.
8. Facilitate emergency referrals and coordinate with referral facilities.
9. Supervise and technical support to Health Officers in three hub offices to ensure quality service delivery.
10. Monitor implementation of mobile clinics, disease surveillance, and referral systems.
11. Ensure timely procurement and distribution of medical supplies and equipment.

Coordination & Collaboration

12. Represent the health sector in coordination platforms, including Health Cluster and inter-agency meetings.
13. Facilitate collaboration with IFRC, ICRC, and other National Societies.
14. Liaise with local health authorities to align interventions with government priorities.
15. Promote joint assessments, shared planning, and harmonized reporting.
16. Coordinate closely with key stakeholders of target areas, Township Red Cross branch and volunteers, local authorities and other related NGO/INGO, CSO.
17. Participates in coordination meeting and provide information as needed and to keep updated information of current issues and trends related to the responsibilities of the job.
18. Develop and make use of contacts with Red Cross partners, government agencies and NGO/INGO, CSO.

Clinical Care

19. Ensure MRCS policies and guidelines are properly followed.
20. Provide appropriate clinical care to the patients from the target areas, including diagnosis and treatment of prevalent diseases.
21. Determine when a patient should refer to higher care facilities and proper referral ensured.
22. Ensure patient's regular attendance to clinic and to monitor progress and side effects.
23. Address other health needs of the patients in general.
24. Coordinate with other members of the multi-disciplinary team surrounding each patient.

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25. Ensure the overall smooth functioning and integration of the various activities in the clinic.
26. Assess needs for medicines and medical materials for ordering, in collaboration with nurse and ensure proper supply of medical and logistics supplies at clinic level.
27. Lead the clinic meetings and team meeting actively.
28. If and when needed, travel to other areas in need together with the clinic team.

Planning, Monitoring & Evaluation and Reporting

29. Oversee data collection, analysis, and reporting of health indicators.
30. Ensure timely submission of situation reports, donor reports, and internal updates
31. Promote adaptive management based on monitoring findings.
32. Prepare detailed quarterly, monthly plan of action and budget in line with the project and submit to Operation Coordinator before agreed deadlines.
33. With the assistance of the pharmacist, monitor medical stock purchasing, preparation and proper storage.
34. Maintain detailed, accurate, up-to-date and confidential records including: report health files, health services tracking system and documentation of all activities; develops and submit timely reports of activities for senior health program coordinator and others as required.
35. Ensure that implementation is in line with MRCS strategy, policies and the red cross fundamental principles, prevention of fraud and corruption guidelines, staff regulations and code of conduct.

General

36. Perform any other relevant duties and responsibilities assigned.

Skills, Competencies and Requirements:

- **Must be University Degree Graduate with M.B., B.S or Health related degree**
- Relevant Master Degree is preferred
- Minimum 5 years of experience in emergency health coordination
- Sound clinical knowledge and clinical skills

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- Well-developed computer skills, with demonstrated competence in Excel, Word and Power point (English and Myanmar)
- Strong skill in numerical recording, data maintenance
- Strong interpersonal and communication skills
- Well organized, efficient, with excellent attention to detail and ability to meet deadlines
- Ability to manage and priorities multiple tasks, take initiative and problem solve
- Able to work well in a team and live in stressful situations
- Ability to travel anywhere at short notice
- Willingness to travel frequently to remote and earthquake-affected areas
- Ability to follow Red Cross (7) Fundamental Principle, MRCS Policy, Strategies and Guidelines
- Understanding of Commitment to and willingness to actively promote the Red Cross and Red Crescent Fundamental Principles
- Experience Of Working for the Red Cross/ Crescent is Preferred
- **Red Cross Volunteers and females are encouraged to apply**
- Applicants are required to fully comply with MRCS staff regulations, the organization’s code of conduct, PSEA policy, child safeguarding standards, anti-fraud and corruption measures, equal opportunity principles, and all other zero-tolerance policies and procedures

“We strive to advance diversity and gender equality across our organization and strongly encourage applicants from diverse backgrounds to apply.”

****Note: Applicants will be considered to be shortlisted that need to send application letter, CV, passport-size photo, education qualifications and references (PDF Version) to:**

Head Office:

Myanmar Red Cross Society

**Razathingaha Road, Dekhinathiri Tsh,
Nay Pyi Taw**

Yangon Office:

Red Cross Building

**No.42, Strand Road, Botahtaung Township,
Yangon**

Email: mrcshrrecruitment@redcross.org.mm

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For more information and application, please visit to the www.redcross.org.mm

Only short-listed candidates will be contacted for a personal interview.

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