

1. Job Description				
Position AGRICULTURE OFFICER	Department MYANMAR PROGRAMME	Reports to SENIOR PROGRAMME MANAGER	Reportees/Technical Supervision -	Grade D2
2. Purpose				
<p>TBC is coordinating multi-year project starting in July 2024 to reinforce the resilience of displaced and conflict-affected Karen, Karenni and Mon communities through agricultural extension, nutrition promotion and social protection. The Agriculture Officer will support and monitor civil society organisations (CSOs) to increase the productivity and sustainability of agricultural practices in upland communities.</p>				
3. Job Responsibilities, Duties & Tasks				
<p>3.1 Core Responsibilities & Duties</p> <p>The Agriculture Officer works under the supervision and technical guidance of TBC’s Senior Programme Manager</p> <p>Technical support for projects in remote communities.</p> <p>The Agriculture Officer is expected to assist and monitor CSOs with the following tasks:</p> <ul style="list-style-type: none"> • Mobilise community forest and watershed management committees. • Assess, design and construct micro-dams and irrigation systems to increase agricultural productivity. • Assess, design and upgrade walking tracks into motorbike trails to promote market access. • Mobilise farmers’ unions to manage rental services to expand access to mechanical ploughs. • Promote nutritional awareness in relation to agriculture and organic gardening. • Mobilise farmers to manage revolving seed and rice banks. • Conduct annual household surveys of food security and anthropometric surveys of nutrition. • Develop and validate annual work plans. • Verify project progress against indicators and donor requirements, in collaboration with TBC’s Field Monitoring Officers. • Verify compliance of construction projects with social and environmental mitigation requirements. <p>Technical capacity development of CSOs.</p> <ul style="list-style-type: none"> • Curriculum development and on-site coaching with agricultural training centers. • On-site coaching about climate-smart agricultural techniques with farm extension workers. • Collaborate with TBC’s Public Health Officer to provide on-site training about nutrition-sensitive agriculture with CSO partners. • Assist Field Managers identify gaps and constraints to CSO capacities and to acquire appropriate resources to support technical development. <p>Networking and representation:</p> <ul style="list-style-type: none"> • Field monitoring includes regular travel and overnight stays in remote communities with basic amenities. • Facilitate information flows and complaints mechanisms between remote communities, ethnic service providers, civil society organisations and TBC. • Represent TBC in inter-agency meetings about nutrition and agriculture, as required. <p>3.2 Occasional Significant Duties</p> <ul style="list-style-type: none"> • Provide interpretation during monitoring visits, trainings and meetings, as required. • Translate training materials and operational manuals, as required. • Participate in organisational and programme planning and monitoring meetings, as required. • Other duties may be delegated by the Senior Programme Manager as required. <p>3.3 Compliance Duty:</p> <ul style="list-style-type: none"> • Ensure that your actions are in line with TBC’s Code of Conduct, Child Protection Policy and Prevention of Exploitation, Abuse and Harassment Policy and procedures, and that your work reflects the commitment to compliance related matters. • Encourage colleagues to comply with TBC’s Code of Conduct, Child Protection Policy and Prevention of Exploitation, Abuse and Harassment Policy and procedures. 				

4. Job Specification (Minimum Job Requirements)		
<p style="text-align: center;">Education</p> <ul style="list-style-type: none"> • Diploma in agriculture, agronomy, agroforestry or a related field preferred. 	<p style="text-align: center;">Experience</p> <ul style="list-style-type: none"> • Two years in humanitarian or development field work 	<p style="text-align: center;">Skills</p> <ul style="list-style-type: none"> • Sustainable agriculture • Natural resource management • Training & coaching • Monitoring & evaluation preferred • Myanmar, English & either Karen, Karenni or Mon languages preferred
5. Decision-Making & Authority		
Low		
6. Other		
<p>Location Based in Mae Sot</p>	<p>Preparation Date January 2026</p>	

How to Apply:

Interested in this position should send a resume/CV including 3 references, and a cover letter explaining one's suitability no later than **March 5th, 2026** to hr@theborderconsortium.org, clearly indicating on the subject line: "**For Position Name**". Only short-listed candidates will be contacted.