

Scope of Work

Position Title: Myanmar Analyst

Closing Date: N/A; Open Call for CVs

Position Location: Yangon, Myanmar or Remote

Timeframe: At will, and as funding allows

Coordinator: Myanmar Team Lead

Overview: This scope of work (SoW) outlines the Myanmar Analyst consultancy with the Center for Operational Analysis and Research (COAR). The Analyst will be expected to produce deliverables (as outlined below) through an understanding of both the Myanmar context and the donor-funded humanitarian and development response. The Analyst will be expected to support multiple tasks and projects from different clients, through fast-paced, real-time collection of qualitative data, and analytical writing.

About COAR: COAR is an independent social enterprise that directly supports practitioners, policy-makers, and donors by facilitating humanitarian and development interventions in complex, fragile, and high-risk environments.

Objectives:

- To provide a clearer, 'joined-up' understanding of the Myanmar context through a neutral, non-partisan lens;
- To undertake primary and secondary research and provide high-quality reporting and analysis that focuses on the following topics: politics, governance, safety, economy, society, regional dynamics, and humanitarian/development dynamics and interventions.

Responsibilities and Deliverables:

The Myanmar Analyst will:

- Distil and synthesize unstructured data to extract salient issues and topics pertinent to humanitarian stakeholders;
- Actively track trends with regard to political, safety, economic, social, and humanitarian developments on the ground;
- Follow social media, traditional media, and other open source outlets with validity, reliability and granularity in mind.
- Analyze local, national, and regional developments within the Myanmar context, drawing on historical, social, economic, political, and cultural understanding to reinforce and target the analysis;
- Conduct primary and secondary research to produce daily and weekly reports;
- Lead the design of research, oversee data gathering, and draft longitudinal and thematic briefings and deliverables such as situation reports and scenario plans;
- Provide research or guidance on mapping and infographic products as needed;
- Lead on ad-hoc specific requests for information (RFIs) and research from client/donor on specific issues, topics, and/or events, to include conducting rapid primary and secondary research and drafting thoughtful responses within 48-72 hours. The Analyst should expect research and analysis for RFIs outside of normal working hours;
- Provide briefings to humanitarian stakeholders on a variety of contextual issues relevant to the Myanmar response;
- Work in a committed, professional manner with consistency, integrity, and confidentiality;

- Strictly adhere to COAR's code of conduct and safeguarding policies at all times.

Qualifications and Experience

The ideal candidate for COAR Myanmar Analyst will have:

- A bachelor's degree in Political Science, International Affairs/Relations, Asian Studies, Public Policy, Anthropology, Sociology, or a related field. Master's or PhD desirable;
- One to three years of experience collecting and analyzing qualitative and quantitative data for a research institution, think-tank, publication, or NGO. Demonstrated experience in the collection of sensitive primary information is desirable;
- Demonstrated knowledge and extensive understanding of the Myanmar context. Experience conducting primary and secondary research in the Myanmar context highly preferred;
- One to three years of professional experience in the humanitarian, early recovery, stabilization, or development field in the Myanmar context. Professional experience within an implementing local or international organization highly desirable;
- Demonstrated understanding of donor-funded humanitarian and/or development systems;
- Strong analytical writing skills;
- Demonstrated ability to work collaboratively and independently within a remote-based team;
- Strong presentation, reporting, and communication skills;
- Strong organizational and interpersonal skills,
- Demonstrated ability and/or willingness to work under tight deadlines, provide real-time data and analysis with accuracy under pressure, and after-work hours.
- Ability to remain impartial and objective;

To be considered for this consultancy, please send your C.V., and letter of motivation to hr@coar-global.org with 'Myanmar Analyst' in the subject line.