



Asian Harm Reduction Network (AHRN)

JOB VACANCY AHRN/YGN/25/081

Date: 15 Dec 2025

Position : Counselling Officer (1) Post

Location : Hpakant Township, Kachin State

The Asian Harm Reduction Network (AHRN)-Myanmar is an International Non-Governmental organization, which is implementing a harm reduction programme to reduce HIV transmission among people injecting drugs, their (sexual) partners and the communities they live in by providing support to implementation of harm reduction interventions and to create an enabling and supporting environment through advocacy, capacity building, training and service provision.

AHRN-Myanmar is looking for highly motivated and reliable individuals who are keen to be part of an active team/organization that delivers wide range of services to improve the health of vulnerable person to fill in the position of **“Counselling Officer”** for its ongoing Harm Reduction activities in Myanmar.

- The position is full-time, based in **Hpakant Township, Kachin State** with a probation period of three months.
- Starting date of the contract: **As soon as possible**

Personal and Professional Requirements

- Any Graduate and Diploma (degree in psychology, social work, nursing, or related field is an advantage);
- Experience in community engagement, health, education, or social services;
- Strong interpersonal and communication skills; ability to listen with empathy;
- Ability to maintain confidentiality, professionalism, and boundaries with clients;
- 1-2 years working experience with INGOs or NGOs;
- Fluent in Myanmar and English language both written and spoken;
- Male or Female (preferably local people from/nearby project area);
- Working knowledge of English language will be given preference;
- Excellent communication and networking (interpersonal) skills;
- Willingness to work with drug users and their families;
- Keen interest in contributing to HIV/AIDS responses in Myanmar;
- Basic knowledge on Computer (Word, Excel);
- Good Inter-personal skills;
- Be hardworking, willing to learn, adapt and work in a challenging environment;

Main Responsibilities

Management Tasks: (both DIC and MMT-ART integrated program)

- To provide regular monitoring and coaching to get quality performance of counsellors in the DIC, MMT-ART, mobile HTC, SRHR and mental health integrated program;
- To support AHRN counsellors (DIC, MMT-ART, mobile HTC, SRHR and mental health integrated program) in the team technically;
- To make assessment needs for further training by doing live supervision;
- To organize and ensure the group supervision session regularly;
- To supervise and ensure a smooth functioning of the Counselling program;
- To identify and implement improvements in the Counselling program;
- To make individual technical skill and performance evaluation together with Deputy Director;
- To involve in staff recruitment process;
- To provide on-job training to new counselling colleagues;
- To ensure proper flow and exchange of information between other clinic staff/activities;
- To organize the workload of the counselling staff and to arrange, in discussion with the Project Manager and Deputy Director, replacements as necessary;
- To communicate with, and seek advice on counselling matters from the Deputy Director;
- To communicate regularly with the Project Manager about counselling matters;
- To make recommendations to Project Manager and Deputy Director for possible improvements to the program;
- Remark: Working hours should be 30 % for the management activities and 70 % for counselling activities;
- He/she is responsible for supervising/coaching/managing counselling tasks and providing technical support to counsellors in the DIC, MMT-ART, mobile HTC, SRHR and mental health integrated program;

Extra Project Coordination Tasks (Kachin Project)

- Support monitoring visits to Respective Project sites (DIC and MMT-ART) clinics by Donor/MIT/ Deputy Director as and when needed;
- On behalf of Deputy Director, follow up on Deputy Director field visit recommendations done in Kachin Project sites;
- Be eyes and ears of Deputy Director making sure that project sites adhere to guidelines set by Deputy Director;

Counselling Tasks

- To raise awareness and possible behaviour change on drug use, drug addiction and risk behaviours (HIV, TB, Hep B, Hep C, overdose, vein care, family planning, Sexual reproductive health and Rights, GBV....);
- To prepare clients for HIV testing so as to ensure proper informed consent;
- To give the result of the test to the client while systematically providing him/her with post-test counselling;
- To refer actively all clients of the HIV Testing and Counselling (HTC) that have tested positive to appropriate referral services;

- To prepare and carry out counselling sessions for PHA clients awaiting HAART and/or TB treatment;
- To conduct initial psychosocial assessment/counselling for clients to start ART, MMT or/and TB treatment;
- To explain the treatment, potential side effects, benefits and complications of ART, MMT and/or TB treatment before initiating;
- To promote adherence of the clients to their MMT, ART and TB treatments and to explore and help with any evident adherence problems in follow up counselling/visits;
- To identify and alert the Medical Coordinator responsible of any medical complications faced by the clients;
- To give therapeutic education, mental health, supportive and/or follow up counselling to clients, regular partners and family members/caretakers on MMT, HIV, TB, Hep B, Hep C, Family Planning, Sexual Reproductive Health and Rights (SRHR), GBV and palliative care as required;
- To execute of all types of counselling sessions in close cooperation with Medical Unit, Treatment Facilitators and the concerned Outreach Workers;
- To assist in educating staff and community in AHRN-BS services;
- To participate in sensitization and community awareness programs;
- To participate in regular case management meeting, MMT clients meeting, PHA, ART and TB clients meeting and counselling group discussion and also to propose solutions and improvements;
- To participate in ART self-support group activities whenever need it;
- To participate proactively in internal and external meetings, case discussions and training whenever required;
- To ensure client confidentiality is respected;

Documentation and reporting

- To register all relevant data in the appropriate registration books;
- To monitor program progress and analyse relevant data;
- To compile activity reports on a regular basis and report it to Project Manager in a timely;
- To assist various tasks like interpretation (i.e., Myanmar to Local Language/English or vice versa), arranging/compiling relevant data, data analysis and periodical reports etc;
- To document of Case Management activities of drop-in centre/outreach project office related activities;

Application deadline: **29 Dec 2025**

Applications should address all Selection Criteria, and should include a cover letter along with a copy of current Curriculum Vitae listing two referees and their complete contact details (i.e., name, position title, organization, phone, fax, email, and mailing address details). Attention to **Human Resources Team, Asian Harm Reduction Network (AHRN-Myanmar)** and send the applications to:

AHRN Yangon Office : No.125 (B5+B6), Bo Saw Aung Street, 8 Mile, Mayangone Township, Yangon.

AHRN Hpakant Office : No.(A), Hospital Street, Maw Wan Quarter, Hpakant Township, Kachin State

Or e-mail to jobs@ahrnmyanmar.org, online applications should be clearly mentioning the job title and location in the subject line.

Additional information: -

- Only short-listed candidates will be contacted for a personal interview.
- Please do not send original documents as it will not be returned.

AHRN has a zero-tolerance policy on any kind of sexual exploitation, abuse and harassment. AHRN expects full commitment of its employees with AHRN Code of Conduct including PSEA policy.