

## Terms of Reference: Garment Market Coordinator, Myanmar

### Programme Overview

The Business Innovation Facility (BIF) is a 5-year, multi-country initiative funded by the UK Department for International Development (DFID). BIF employs a 'Market Systems Approach' - aiming for large scale, sustainable economic impact by focusing on catalysing change in overall markets. BIF's objective is to facilitate inclusive growth by improving access to economic opportunities for poor people, whether producers, consumers or employees in selected markets.

BIF partners with companies that have the potential to benefit a large number of poor people. BIF provides these companies with high-quality consultancy services to support them to develop innovative and inclusive business models that are commercially viable and will enhance economic growth and reduce poverty.

In Myanmar, BIF focuses its work on three sectors: garment, tourism and bamboo. See [www.bifprogramme.org](http://www.bifprogramme.org) for more information.

### Role and responsibilities

The Garment Market Coordinator will report directly to the BIF Myanmar Team Leader or another team member designated by him. She/he will manage project activities to:

- (i) disseminate the business case on the link between productivity, profitability and worker welfare;
- (ii) co-ordinate activities to support business development and delivery activities of Factory Service Providers - consultancies that supply factory improvement services to the garment sector;
- (iii) work with Factory Service Providers to embed the findings of the business case into their sales, marketing and delivery strategies – for the benefit of workers and factories;
- (iv) plan and coordinate national and international events involving garment sector stakeholders;
- (v) monitor and measure results and capture learning from the work that is being carried out by BIF and the Factory Service Providers in the garment sector in line with existing systems and processes;
- (vi) source and/or provide technical advice for the delivery of the activities described above, where appropriate.

### Key activity areas

Technical delivery, operational management, monitoring, evaluation and learning, event management, and quality management.

### Skills and experience

*Qualifications:* University degree or experience in a relevant subject such as Management / Development Studies / Economics or another relevant technical subject.

*Languages:* Strong working knowledge of English (spoken and written) and Burmese.

*Experience/ competencies:* 4-8 years' work experience in economic analysis, working on international development programmes, data collection and analysis (quantitative and qualitative). The role demands strong skills in numeracy, reporting, team-working and communication. Proficiency in computer packages – Microsoft Word, Powerpoint, Excel and email – is required. Knowledge of the private sector in Myanmar and/or expertise in the garment/textile sector and/or in consulting is highly desirable.

### Other details

This Terms of Reference is for a six-month contract to start as soon as possible. The role will be based at the BIF office in downtown Yangon, Myanmar. Some travel to other regions of Myanmar and internationally may be required.

Candidates should submit their CV (maximum two pages) and cover letter (maximum one page) to:

- BIF Myanmar Team Leader, Sebastien Moineau ([sebastienmoineau@asperconsulting.com](mailto:sebastienmoineau@asperconsulting.com)) and
- BIF Myanmar Deputy Programme Manager, Deborah Barnes ([deborah.j.barnes@pwc.com](mailto:deborah.j.barnes@pwc.com)).

Applications will be reviewed on a rolling basis and the role will be filled as soon as a suitable candidate is identified, therefore early applications are encouraged.