

JOB ADVERTISEMENT**COUNSELLOR**

Approved
[Signature]
13 OCT 2018

Starting date: October 2018**Deadline for applications: 1st October 2018****Number of Positions Available: 01****Place of work: Yei****Weekly hours: 40****Contract duration: 12 Months (3 months' probation)****Working Day/time: Monday – Friday (08:30 AM – 05:00 PM)****Salary : According to HI salary policy – non negotiable****Background**

Humanity & Inclusion (HI) has been operating in South Sudan since 2006 with its former name as Handicap International, implementing emergency and development actions aimed at improving protection, quality of life, and the promotion of rights of vulnerable individuals, including people with disabilities; persons with mental health issues; survivors of Sexual and Gender Based Violence (SGBV); Elderly Persons in need (EPN), and Orphans and Unaccompanied Minors. HI's current operations are centered in POC and IDP sites outside Juba city; as well as the host communities of Yei and Yambio in Central Equatoria and Torit in Eastern Equatoria, with the Country Office based in the capitol of South Sudan, Juba. Since 2016, HI has been operating an emergency mobile (or flying) unit responding to the needs of people with MHPSS (Mental Health & Psychosocial Support) needs and disabilities in the greater Upper Nile, Unity and Jonglei states. Overall, about 50,000 direct beneficiaries (people with disabilities and other most vulnerable) are being targeted through MHPSS and Livelihood projects, with a strong emphasis on mainstreaming disability inclusion. HI current programs are funded by ECHO, DFID, MOFA Luxembourg and SSHF –South Sudan Humanitarian Fund- among other donors. As part of its 2019-2020 strategy, HI South Sudan is prepositioning to rejuvenate programming in Protection, and to expand its program interventions in Health (MHPSS), Education in Emergency (EIE) and Food Security & Livelihoods (FSL).

In 2018, HI program activities include;

- Protection program in Juba PoC and Urban Juba Camps, psychosocial support and targeted assistance to persons with specific needs.
- An emergency flying team providing MHPSS, rehabilitation, and inclusion services across the country
- A Victim Assistance project based in Juba and Yei including rehabilitation and livelihood activities
- A new Inclusive Mental Health & Psychosocial Support project in Yei, Juba, Torit, and Yambio providing mental health and inclusion activities and services, working with beneficiaries and service providers.

This Project

This project is collaboration with the DFID Humanitarian and Resilience Program in South Sudan (HARISS). The aim of the HARISS program is to provide life-saving support to the women, men, and children of South Sudan and enable them to cope with the onset of new shocks. The HARISS program works to ensure that quality programming reaches those that need it the most. The HI project will ensure that the most vulnerable individuals are able to access and benefit from these services.

Job Purpose

Under the direct supervision of the Project Liaison Officer, in close collaboration with other team members and the MHPSS Technical Advisor, the **Counselor** will form part of the Mental Health and Inclusive Humanitarian Response team that will conduct individual assessment/evaluation of psychological and mental health needs of people with mental health problems or disabilities and establish a plan of treatment for beneficiaries as a part of the mental health and inclusive humanitarian response in Torit.

S/he will support the Project Liaison Officer and Psychosocial Workers (PSS Workers) to facilitate artistic and healing activities to enhance the wellbeing of the beneficiaries. The position holder will be responsible to identify, implement, coordinate and organize activities improve GBV prevention, identification, referral, case management in the targeted person with disabilities and other people with vulnerabilities within the Department for International Development from UK government funded project.

HIERARCHICAL RELATIONSHIPS

Line manager: Project Liaison Officer

Key Responsibilities

Needs assessments and surveys:

- Conduct beneficiary identification, assessment and surveys
- In collaboration with the psychosocial workers, evaluate the needs of people identified with psychosocial and psychological issues and assess the needs as required.
- Write specific reports for critical cases management.
- In collaboration with Site manager and MHPSS technical, write technical advices on referral forms to send to partners.

Providing psychosocial services:

- Provide answers to internal referrals from the psychosocial workers for further psychological assessment and intervention.
- In collaboration with the psychosocial workers, provide psychological support at the individual / family level.
- Refer beneficiaries with specific needs of specialized psychological/psychiatric/ other support to external services and follow-up on all referrals, in coordination with your MHPSS technical advisor (TA) following the appropriate strategy of the project.
- Conduct training internally/ externally to the community member

- Community leader, HI staff and other actors on PFA and MHPSS supports.
- Conduct case management.
- Compile success stories of the beneficiaries to gauge impact of the intervention

Documentation and reporting:

- Ensure a daily quantitative and qualitative reporting through the tools and system in place.
- Submit weekly and monthly report about activities planned and implemented.
- Analyze and reports on beneficiaries' psychological and psychosocial status.
- Utilizing assessment forms, follow up form, discharger and monitoring form, donation certificate" for the beneficiaries and manage the data based on the work ethics and confidentiality.
- Weekly, monthly report is required to be submitted to the technical
- Organization of the weekly plan within the team member and according program line.
- Compile any other reports upon request of the line manager.

To demonstrate an ethical and professional practice:

- Respect and promote HI's Policies and report to your line manager any non-respect of HI's policies amongst the teams or partners.
- Address needs and requests in a professional way.
- Report any incident or act that causes any harm to beneficiary or to others.
- Always interact with children with the presence of their parents or caregivers
- Respect beneficiary confidentiality. And always respect a refusal of treatment.

Demonstrate willingness to improve professional competences and abilities to increase care quality:

- Demonstrate motivation at work.
- Demonstrate willingness to improve own knowledge and skills by participating actively in any training sessions, capacity building activities.
- Participate in the different activities that are common to all team members
- Respect each team member's positions, work, and specialty
- Adapt to special situations or demands from supervisor (reporting, etc) as they unfold

Representation

- Participate in educating other organizations and institutions on inclusion of persons with disability
- Maintain a positive image of Humanity & Inclusion at all times and in all circumstances.

Other

- Any other duties and responsibilities assigned by the Site Manager or line manager that is within the post-holder's expertise and experience.

Note: This job description is not exhausted and the staff member may be asked from time to time to perform duties over and above those described here. The staff member is also expected to maintain confidentiality of all beneficiaries and internal information at all times.

As an employee of Humanity and Inclusion, all staff is required to guard against any abuse of authority. In no circumstances should he/she profit from his/her situation in order to divert assistance from its final destination or obtain favors of any nature (notably sexual).

The employee must show respect and consideration towards his/her contacts (beneficiaries, partners, colleagues...), with particular attention for people in vulnerable situations. In no circumstances should he/she commit an act or adopt behavior liable to injure one of his/her contacts either physically or psychologically, or cause him/her harm of any sort.

Eligibility/Qualifications to Apply

- Applicant should ideally be a resident of Yei State, speak local language and possess a South Sudan national ID.
- Degree/Diploma in Psychology, Psychosocial Support, or Counseling is required
- Experience working with vulnerable groups, specifically persons with disabilities
- Experience in related work within an NGO or organization in emergency or post-conflict setting
- Experience in community-based psychosocial support and counseling
- Demonstrated experience in facilitating community trainings
- Willingness and ability to work with people with mental health problems and disabilities
- Good knowledge of community mobilization methods and tools
- Fluent in English and Arabic. Knowledge of other languages in South Sudan is an advantage.
- Ability to organize and prioritize workload and to cope with stress and high pressure
- Ability to work with a multi-disciplinary and multi-cultural team
- Computer literate and proven ability to use Microsoft Word and Excel

HOW TO APPLY

Qualified candidates are invited to submit their applications (**CV and Cover letter**- clearly state the address, contact information and position applied for) before **5:00 PM** on **1st of October 2018** through physically or email to: recruitment@southsudan.hi.org

Humanity & Inclusion
ECS Guest House, Hai Mission, Yei.

Or
Humanity & Inclusion
Hai Malakal, plot No 83, Block AXIII
Juba, South Sudan.

Name of the position applied for must be written on the email subject or on the envelope

Application documents, once deposited will **not be returned** to applicants. Applicants are advised **not to include any original documents** in their application. Federation HI will **not be held responsible** for the loss of such documents.

Due to the expected volume of applicants, **only shortlisted** candidates will be contacted. If you have not heard from the employer in two weeks from the closure date of this Vacancy Notice please consider your application as unsuccessful.

Handicap International is an equal opportunity employer and welcomes applications from women and persons with disabilities

