



# ACTED

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 Approved  
 Inspector  
 1 MAR 2017  
 31/3/2017

JOB TITLE: GBV Counsellor  
 Department: SGBV  
 Location: Gendrassa (Maban County)  
 Date of Advert: 31/03/2017  
 Date of Closure: 21/04/2017  
 Reporting to: SGBV Project Manager

### Background on ACTED

ACTED (the Agency for Technical Co-operation and Development) is an INGO registered in France with global operations in Central and South Asia, Europe, Latin America and Africa. ACTED has over 15 years of expertise and experience in addressing the needs of conflict and disaster affected populations, in emergency and development settings. ACTED's operations in Republic of South Sudan are centered on an integrated community development strategy supporting vulnerable communities. In Maban ACTED are implementing WASH, Infrastructure, FSL, Food Distribution and SGBV programmes.

### Job Purpose

Under the supervision of the Project Manager the GBV Counsellor will work directly with the GBV Response Team to develop and implement counselling plans for survivors of SGBV who request further counselling support as part of their case plan. The GBV Counsellor will also design and run group support group activities in-line with identified needs in the community. The GBV Counsellor will build the capacity of the ACTED GBV response team through training and mentoring, and inform and support other GBV related training by running short sessions on counselling and basic counselling support.

### CHAIN OF COMMAND

Under the authority of:

- SGBV Project Manager

Responsible for:

- No direct supervisees

### WORKING RELATIONS

Internal:

- SGBV Project Manager
- SGBG Response Officers
- SGBV Prevention Officers
- SGBV Case Workers
- SGBV Outreach Workers

External:

- Partner Service Providers
- SGBV and Protection Working Group
- CYP and SGBV Case Conference Members

### OBJECTIVES

#### Counselling Programme

- Develop individual counselling plans for GBV survivors in a timely and professional manner
- Provide quality individual counselling to GBV survivors
- Assess the need for group support activities and design and develop these in a culturally appropriate style, in line with available resources
- Provide group counselling sessions to GBV survivors and their families/caregivers
- Identify survivors requiring advanced psychological assessment and care, and referring such clients to clinical mental health partner with their consent
- Contribute to the development of a core activity schedule for Women's Centres
- Prepare and submit work plan progress reports including weekly and monthly reports

### **Capacity Building of staff**

- Assess the training needs of response staff and design and implement a capacity building training to improve the basic counselling provision of response officers and case workers
- Assess the training needs of outreach workers and design and implement a basic training for outreach workers focused on first-response with survivors of GBV
- Design appropriate counselling training material to be delivered as part of other training packages led by both the GBV trainer and GBV prevention team

### **Coordination and Communication**

- Ensure timely responses to all case referrals and ensure adequate follow-up; ensure all case related paperwork is completed and filled away
- Actively participate in multi-agency case conferences where needed through providing accurate and timely information
- Adhere to counselling ethics, GBV guiding principles and data sharing principles at all times
- Maintain high professional standards in internal and external written and verbal communications
- Develop and maintain effective working relationships with relevant stake holders, including partner agencies, camp sectoral committees and community leaders, as required by the position

### **Project Development**

- Contribute to monthly, quarterly and yearly reporting
- Contribute to the development of project proposals and concept notes in technical area of counselling and GBV response, including identifying and elaborating on gaps

### **Other**

- Undertake any other tasks as given by the Project Manager

## **QUALIFICATIONS AND EXPERIENCE**

### **Required**

- Degree in counselling from a reputable regional University
- Minimum of 2 years' experience in direct individual and group counselling
- Solid understanding of GBV issues
- Commitment and passion to empower women and girls
- Fluency in written and spoken English
- Ability to communicate verbally to a good level in Classical Arabic
- Solid knowledge of Microsoft Word applications, including Excel.
- Fluency in English and Arabic.

### **Desirable**

- Experience in designing and delivering training
- Experience delivering counselling within a GBV response programme

- UNHCR counselling response indicators are met

## Applications

- Applications should be submitted in English, and should include:
- detailed CV
- cover letter
- photocopy of all university degrees
- photocopy of national ID card,
- photocopies of work certificates related to past jobs
- All applications should be submitted to the ACTED Country Office in Juba (Hai Malakal, and ACTED Office in Maban (Doro Compound) in hard copy by April 21, 2017. Or by mail to [juba.adminassist@acted.org](mailto:juba.adminassist@acted.org); [gendrassa.administration@acted.org](mailto:gendrassa.administration@acted.org)
- Sortlisted candidates will be contacted by ACTED Human Resources Department within two weeks of the application deadline.
- Application materials are not returnable, therefore applicants are strongly recommended not to submit original documents.
- Note: This position is open to South Sudan Nationals & Women are encouraged to apply

