



humanity
& inclusion



VACANCY ANNOUNCEMENT

BRIEF BACKGROUND OF HUMANITY AND INCLUSION

HI has been operating in South Sudan since 2006, implementing emergency and development actions aimed at improving protection, quality of life, and the promotion of rights of vulnerable individuals, including people with physical disabilities including deformities, injuries, sight/hearing/neurological impairments; persons with mental health issues; victims of Sexual and Gender Based Violence (SGBV). HI's current operations are centred in POCs and IDP camps outside Juba city; Central Equatoria, Yambio Western Equatoria and Torit in Eastern Equatoria, with the Country Office based in Juba city. Since 2016, HI has been operating an emergency mobile (or flying) unit responding to MHPSS and PWD assistance in the greater Upper Nile, Unity and Jonglei states. Overall, about 50,000 direct beneficiaries (PWD and other most vulnerable) are being targeted through MHPSS (Mental Health & Psychosocial Support) and Livelihood projects, with a strong emphasis on mainstreaming disability inclusion. HI current programs are funded by ECHO, DFID, UNHCR, MOFA Luxembourg and SSHF –South Sudan Humanitarian Fund- among other donors. As part of its 2019-2020 strategy, HI South Sudan is repositioning to rejuvenate programming in Protection, and to expand its program interventions in Health (MHPSS), Education in Emergency (EIE) and Food Security & Livelihoods (FSL).

Humanity and Inclusion is therefore seeking to recruit a qualified and dedicated Candidate for the Position detailed below:-

Job Title:	Counsellor
Program:	AC5
Vacancy position	6 Position
Country Program:	South Sudan
Duty Station:	Juba
Position Reports to:	
Position Opened for:	South Sudanese
Contract Duration:	6 months with Possibility of extension depends on Funding
Desired Start Date:	ASAP
Closing Date:	21 st August, 2020



ROLES AND RESPONSIBILITIES

KEY TASKS

Psychological assessment:

- In collaboration with Community Mobilizers at project sites, evaluate the needs of people identified with psychosocial and psychological issues using standardized assessment tools.

Providing psychosocial services:

- Answer to internal referrals for further psychological assessment and intervention.
- Answer to external referrals from other agencies (INGOs and NGOs), most specifically from general protection partners such as UNHCR, IRC, TdH, SSRC and others.
- In collaboration with community workers, provide psychological support at the individual / family level. This includes regular individual counselling, group counselling, and family counselling.
- Refer beneficiaries with specific needs of specialized psychological/psychiatric/ other support to external services and follow-up on all referrals.
- Conduct training internally and externally to community workers, community leaders, and other actors on PFA and MHPSS support as and when needed.
- Conduct comprehensive psychological assessment
- Plan and implement community awareness activities and focus group discussions as directed by the project manager.

Documentation and reporting:

- Ensure daily quantitative and qualitative reporting in line with the project's standard operating procedures.
- Report on a weekly basis about activities planned and implemented.
- Analyze and report on beneficiaries' psychological and psychosocial status.
- Complete intake forms "assessment form, follow up form, discharge, and monitoring form" for the beneficiaries and manage beneficiary data according to data protection protocols
- Submit weekly and monthly reports to line manager.
- 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.
- Interact with children with the presence or/and permission 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 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 team activities, including trainings, meetings, and other events.
- 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 and Inclusion at all times and in all circumstances.

Other:

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

Qualification and Experiences

- Degree/Diploma in Psychology or Counselling 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 among IDP, displaced populations
- Good knowledge of community mobilization methods and tools
- Fluent in English and Arabic and local language. 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
- Experience using MS Windows and MS Office packages (Excel, Word, Powerpoint) for reporting

At Humanity & Inclusion, we believe and are committed to the safeguarding and protection of children and vulnerable people in our work. Any candidate offered a job with HI will be vetted and obligated to know, sign and abide to the PSEA-H, Child protection, anti-fraud, bribery and corruption policies, code of conduct and staff regulation as an appendix to their contract of employment. The Counsellor will have to create and maintain an environment which prevents sexual exploitation and abuse and promotes the implementation of the code of conduct.



Note: This job description is not exhaustive and the staff member may be asked 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 HI, all staff are 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.

HOW TO APPLY

Qualified Candidates are to submit their CVs and Cover Letters clearly mentioning the Position in the Job title as indicated above.

You can submit your CV and Cover Letter to:

Human Resources and Administration Department, Humanity and Inclusion, Juba HI office
located at Hai Amarat, Havana Street Juba South Sudan not later than **August 21, 2020.**
Email: recruitment@southsudan.hi.org

NOTE: Due to urgent need for the position, screening and shortlist may be done on daily basis as CVs comes and the position may be filled before the expected start date.

**Humanity and Inclusion is an equal employer and encourages applications from qualified
Female candidates and persons with disabilities.**

