



Myanmar Red Cross Society

HR-HQ VA No. 069 – Mental Health and Psychosocial Support (MHPSS) Officer



Myanmar Red Cross Society (MRCS) is volunteer based humanitarian organization throughout the whole country acting with and for the most vulnerable at all times.

Mental Health and Psychosocial Support (MHPSS) Officer

No. of Post	: 1 Post
Report to	: Mental Health and Psychosocial Support Program Coordinator
Department	: First Aid and Safety Services Department
Duty Station	: NayPyiTaw/Yangon
Grade	: D-2
Benefits	: Salary + Insurance + Transportation Allowance + Health Benefit Allowance + Supplementary Allowance + Training + Travelling Allowances + Casual Leave + Quarantine Leave + Earned Leave + Medical Certificate Leave + Maternity Leave + Home Leave + Substituted Leave+ Paternity Leave + Compassionate Leave + Blood Donation Leave

Application Period : 19-June-2024 to 3-July- 2024, 16:30

Background of Department

First Aid is the backbone and integral component of the Myanmar Red Cross Society. The Myanmar Red Cross Society, **First Aid and Safety Services** activities for the Red Cross Brigadiers had started in through the St. Johns Ambulance service programme in 1972 and had re-oriented and set up the new **First Aid and Community Based First Aid (CBFA) programme** since 1996 and safety services activities started in 2012.

MRCS works in close coordination with other Red Cross Movement Partners to increase the provision of quality **Mental Health and Psychosocial Support (MHPSS)** support services for people in need. Therefore, the MRCS has drafted a plan on MHPSS with activities aimed at scaling up MHPSS capacities and activities in humanitarian responses.

Purpose of the Position

Within the framework of the MRCS policies and procedures and in accordance with the Fundamental Principles of the Red Cross Red Crescent Movement, the **Mental Health and Psychosocial Support**

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"Our recruitment and selection procedures reflect our commitment to the safety and protection of children, and prevention of violence among communities' members in our programs"

Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality
MRCS-DRC/Mental Health and Psychosocial Support Officer for NayPyiTaw/Yangon/First Aid and Safety Services Department (19/6/2024)



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Officer will support all aspects of planning, management and implementation of the MRCS plan on MHPSS under supervision of the MHPSS Coordinator and the Program Manager.

Duties and Responsibilities

Overall Duties and Responsibilities

1. Contribute to the operationalization of the MRCS plan on Mental Health and Psychosocial Support (MHPSS).
2. Provide technical support to scale up MHPSS capacities and activities in MRCS humanitarian responses.
3. Support all aspects of program management, including assessments, planning, implementation, monitoring, evaluation, reporting and information sharing relevant to MHPSS.

Implementation, Monitoring, Evaluation and Reporting

4. Contribute to the assessments, development, implementation, monitoring and evaluation of MHPSS activities at HQ and branch/field level.
5. Support the development of Terms of Reference (ToRs), budgets and tools necessary to implement activities.
6. Contribute to the implementation of MHPSS related activities, such as the contextualization of MHPSS manuals and tools, conducting trainings on Psychological First Aid (PFA) and caring for staff and volunteers, raising awareness on MHPSS, supervise MHPSS activities, monitor and evaluate activities at HQ and at field/branch level.
7. Develop individual activity reports and monthly narrative reports in a timely manner.
8. Follow up with staff, volunteers and beneficiaries to monitor how things are going and get their feedback for improvement.
9. Undertake regular field visits and support data collection, analysis and documentation of lessons learned, case studies and program/activity evaluations and provide recommendations for improvements and learnings.
10. Report directly to the MRCS MHPSS Coordinator and the MRCS Program Manager of the FASS Department.

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11. Ensure that information is communicated timely to the MRCS MHPSS Coordinator, the MRCS Program Manager of the FASS Department, the relevant Red Cross Movement representatives such as Delegates and/or MHPSS technical advisors.

Technical support and Capacity Building

12. Ensure the quality of the MHPSS activities, using tools and guidelines of the Red Cross Movement and the MRCS.
13. Contribute to developing adequate contextualized and relevant MHPSS guidelines and tools, including training materials, Information, Education and Communication (IEC) material, Monitoring and Evaluation (M&E) tools, etc.
14. Actively attend and participate in relevant online and in-person MHPSS trainings facilitated by MRCS, other Red Cross Movement and non-Movement partners (national and/or international)
15. Conduct and facilitate quality trainings to MRCS staff and volunteers at HQ and branch level on Psychological First Aid (PFA), and caring for staff and volunteers.
16. Participate in supervising all MRCS MHPSS activities and contribute to maintain the quality of MHPSS responses.
17. Assist during meetings and/or workshops for information sharing and feedback on key findings, suggestions and recommendations for program improvement.
18. Support MRCS managers from relevant departments/units and branches in how to conduct and ensure group sessions on a regular basis to address psychological and psychosocial needs of staff and volunteers engaged in MRCS responses.
19. Contribute to developing and monitoring the MHPSS referral mapping, and supervise MRCS' referrals of service users with specific needs to other mental health professionals as appropriate.
20. Sensitize and advocate for integrating MHPSS in humanitarian response, for example by illustrating the relevance of PFA capacity and caring for staff and volunteers in all sectors.
21. Raise awareness on MHPSS at all levels.

Coordination and Cooperation

22. Work in close collaboration with MRCS departments and units, branches and partners in areas of MHPSS.

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- 23. Participate in related meetings such as the MHPSS Working Group meetings.
- 24. Ensure a respectful and collaborative relationship is maintained with MRCS, Red Cross Movement Partners, community members, etc.

General

- 25. Develop and maintain a pleasant and conducive working environment with colleagues and supervisors.
- 26. Performs relevant duties and tasks not covered in this job description as assigned by respective Supervisors.

Skills, Competencies and Requirements

- **Must be University graduated**
- Diploma in Social Work, psychology or related field are preferred
- Minimum 2-year experience in related field
- Excellent Communication Skills (verbal and non-verbal) and problem- solving skill, negotiation skill, and Facilitation skill, and well-developed computer skills
- Excellent command of English and Myanmar especially in translating, including written, spoken and typing
- Knowledgeable about Gender and Diversity, mental health and psychosocial support, Project Cycle Management and Financial Management
- Ability to manage and priorities multiple tasks, take initiative and problem solve and ability to meet deadlines
- Ability to work well in a team and dealt with stressful situation and ability to travel anywhere at short notice
- Well organized, efficient and ability to meet deadlines, commitment to learn, open to change, flexibility and adaptability
- Ability to follow Red Cross (7) fundamental principles, MRCS policy, strategies and guidelines
- Experience of working for the Red Cross/Red Crescent is preferred

****Note: Applicants will be considered to be shortlisted that need to send application letter, CV, passport-size photo, education qualifications and references (PDF Version) to:**

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Head Office:

Myanmar Red Cross Society
Razathingaha Road, Dekhinathiri,
Nay Pyi Taw.

Email: mrcshrrecruitment@redcross.org.mm (or)

For more information and application, please visit to the www.redcross.org.mm

Only short-listed candidates will be contacted for a personal interview.

Branch Office:

Myanmar Red Cross Society
No. 42, Red Cross Building, Strand Road,
Botahtaung Township, Yangon. (or)

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