



(Vacancy Announcement)

Technical Officer (MHPSS)- 1 Position

Job Level – (H1)

Duty station – Sittwe

Duration : 6 Months -further extension conditional upon funding

VA :2024-HI-014

Organization:

Humanity & Inclusion (HI - registered as the Federation Handicap International) is an independent and impartial aid organization working in situations of poverty and exclusion, conflict and disaster. HI works alongside persons with disabilities and people in need of support, taking action and bearing witness in order to respond to their essential needs, improve their living conditions and promote respect for their dignity and fundamental rights.

In emergency, HI's mandate widens to target the groups most in need within any population taking gender inequities into account – from isolated rural communities, to persons with disabilities, to excluded minority groups – to ensure their equal access to appropriate relief aid. HI works to meet the needs and defend the rights of children, women, and men with disabilities.

Since its creation in 1982, HI has gone on to work in around 60 countries worldwide. Our work has benefited several million people.

Myanmar-Thailand Programme:

Since 1984, HI has been active in refugee camps along the Myanmar-Thailand border. The organization set up rehabilitation centers and supplied prostheses and mobility aids to people in need.

In Myanmar the first operations date back to 2008, following cyclone Nargis. The emergency response program closed at the end of the response operations. In 2013, HI reinstalled an intervention program, and focused on activities in its core sectors of interventions: promoting inclusion and responding to the needs of persons with disabilities including landmine victims.

HI's intervention in Myanmar and Thailand is based on 5 strategic pillars:

- **Emergency Response** – Basic Needs and Inclusive Humanitarian Action
- **Armed Violence Reduction** – EORE, Contamination Impact surveys and Victim Assistance Efforts
- **Inclusive Health** – Rehab, MHPSS, Early Childhood Development and Access to Services
- **Inclusive Preparedness** – Disaster Risk Reduction and Logistics Analysis
- **Inclusive Opportunities** – Inclusive Education and Inclusive Livelihoods

Follow us on Facebook: <https://www.facebook.com/HIMyTh/>

Humanity & Inclusion encourages qualified people with disabilities or chronic illness and women to apply. We commit advancing inclusive workplace to remove barriers and to the full and equal participation in the workforce. We commit to provide equal employment opportunities, reasonable accommodation in workplace to all employees and qualified applicants, regardless of Nationality, gender, religious and ethnic backgrounds, including people with disabilities.

Main objective of the position:

Reporting to the Operations Manager, Rakhine, the Technical Officer-MHPSS, contributes to the implementation of the mandate and the 10-year strategy of Humanity & Inclusion in the country where s/he

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is based. The Technical Officer contributes to the implementation of multiple projects being implemented in Rakhine, ensuring the optimal quality and impact of the projects. S/he works closely with the programme technical team and coordinating closely with Disability Inclusion Unit and implementing partners including organizations representing persons with disabilities (OPDs) in Rakhine. His/her mission is to implement the project activities in line with project proposals, HI's technical frameworks, and international standards related to MHPSS.

The Technical Officer (MHPSS) will contribute and support the team to implement the project activities in line with HI frameworks and donor requirements under the supervision of the Operations Manager.

Missions / Responsibilities

Mission 1:

Responsibility 1: Provides guidance and technical support to projects in accordance with the overall technical frameworks and standards within its sectoral perimeter

- Provide appropriate technical guidance and support to the line managers and/or specialists
- Ensure that the project(s) activities are implemented according to internal quality and technical standards and proposes adjustments or improvements if necessary.
- Adapt project documentation as required in accordance with global technical norms and standards
- Contribute to the regular reporting of the technical activities of its perimeter (collection and analysis of the technical data collected) in conjunction with the project team and the MEAL team and verify the data collection.
- Manage and recruit Community Mobilizers in coordination with other project team members, provide capacity building and manage the implementation of the activities.
- Contribute to budget management with the line manager and know how to follow up the budget.
- Manage to do the supply plan and request for the Purchase Service Request for the implementation the activities including to support his/her team and colleagues as needed.
- Contribute to the proposal development process with the line manager.
- Ensure with the CMs that the identification of persons in need of MHPSS support are in line with the HI priorities.
- Ensure the CMs conduct basic mental health assessments using the basic and simple assessment tools to establish a baseline for care
- Support the CMs collaboratively to develop an individualized care plan for persons of concern to support the development/maintenance of healthy coping mechanisms and achievement of psychosocial goals for improving the well-being status.
- Ensure the quality of the regular sessions, the follow-up sessions are provided according to the established care plan and adjusted to meet the person's developing needs.
- Ensure that the CMs facilitate timely, appropriate, and confidential referrals to specialized mental health care or other needed services using the established referral pathways in their area of work; including internal referrals.

Responsibility 2: Provides technical learning from projects and group mental health and psychosocial support to persons of concern

- Ensure global and field technical specialists get the information they need and collaborate with technical divisions as needed.
- Collect the elements necessary for capitalization exercises or scientific documentation.
- Provides the technical expertise for his/her project to ensure that the activities implemented comply with international technical norms and standards
- Contribute to technical learning under the responsibility of the specialist or project manager, based on good practice
- Responsible of technical learning from projects by drawing on lessons learned and good practices
- Is in charge of the technical quality and relevance of project activities implemented including contributing to the terms of reference for evaluations

- Ensure the technical quality and relevance of project activities implemented within his scope of expertise conduct self evaluation of his/her project and participate to evaluation cycles under the supervision of the Operations Manager.
- Support the facilitation of group sessions focusing on socio-emotional processing, skill-building, and social connectedness at the static point and home-based level and theme based (anger and stress management and substance abuse) focus group discussions to address stigma, community needs and existing community responses to increase awareness and resilience
- Ensure the establishment of a mechanism to develop peer support group in community and build their capacity to improve the wellbeing status of the members and surrounding people
- Support the team in conducting follow up individual sessions as needed for participants with more complex or prolonged MHPSS needs
- Adjust activities to audit recommendations as appropriate.
- Implement recommendations to improve the technical quality of projects.
- Taking ownership of norms and standards anticipates and prepares for nexus adjustments.
- Propose research and study topics.
- Oversee data collection for research activities.
- Contribute to the terms of reference for evaluations.

Responsibility 3: Support with communication with communities' activities including monitoring and advocacy

- Ensure awareness and information sessions on psychosocial and mental health issues to reduce stigma and increase access to support for MHPSS needs including substance use and survivors of violence are conducted.
- Support the team Identify barriers to accessing services and support solutions to ensure care particularly for elder persons and persons with disabilities.
- Support in developing MHPSS Information, Education and Communication (IEC) materials for stigma and stress reduction and the promotion of help-seeking; ensure the integration of MHPSS themes into the IEC materials of other sectors within the HI interventions
- Support community volunteers through capacity building and supervision to ensure their growth as a lay counselor
- Do advocacy for establishing online-based MHPSS services to minimize the support need.

Responsibility 4: Coordination and Collaboration within interdisciplinary HI teams and across external sectors including but not limited to Health, Protection, Education and Nutrition

- Conduct interdisciplinary case discussions as needed to identify gap around responses to emerging needs
- Provide MHPSS to protection cases as needed to support the specific needs of persons with disabilities and service gaps
- Develop and maintain relationships with other actors at the field level
- Regularly monitor and update active referral pathways across sectors for timely response to needs
- Support Line Manager in collecting camp level coordination information to identify gaps, challenges, and solutions
- Regularly report status and challenge updates to HI coordination staff to enable sector level advocacy and problem-solving if needed
- Close collaboration with MHPSS Technical Team [TA, STO, Trainer] for technical guidance, capacity building and technical supervision
- Ensure that the project teams and the support teams (shared and technical services, in particular) work well together in order to facilitate the implementation of the project.

Responsibility 5: Conduct team and project development exercise

- Demonstrates care and respect for traditionally excluded persons
- Demonstrates an ethical and professional practice of outreach, inclusion, and facilitation.

- Respect beneficiary confidentiality and privacy and ensure that volunteers maintain confidentiality and respect of all beneficiaries' privacy
- Respect and promote HI's Policies and report any violation of HI's policies amongst the teams or partners.
- Reports any incident or act that causes any harm to the beneficiary or others.
- Draft new project contents for the continuity or expansion of the project under his / her technical scope
- Contribute to the drafting of new proposals for new opportunities under his / her technical scope. Collaborate with Rehabilitation team in the same area.
- Ensure the interacts with children in the presence of their parents or caregivers
- Always respect a refusal of treatment...

Mission 2: Operational implementation

Responsibility 1: Contribute to project planning and implementation in line with the existing frameworks

- Prepare and or contribute to planning and preparing activities, tools and the associated resources, and implement the action plan in conjunction with the support services and the technical unit.
- Ensure that the projects related capacity building and strengthening training and activities are implemented and that resources are correctly allocated as authorized by the line manager.
- Contribute to identifying areas of the project in which adjustments are required and put forward adaptations to the line manager.
- Contribute to the drafting of amendment requests when asked by the line manager.
- Contribute to coordination with the local stakeholders and to monitoring the partnership relationship with the project partners.
- Ensure regular reporting of the activities and contribute to the internal and external reporting.
- Ensure that project documents and information are properly archived.

Responsibility 2: Contribute to project monitoring, evaluation, accountability and learning

- Regularly monitor and update active referral pathways across sectors for timely response to needs.
- Contribute to project monitoring, specifically activity progress indicators and the expected outcomes.
- Contribute to project evaluations at the request of the line manager and ensure that project evaluation recommendations are followed.
- Ensure that the appropriate data collection and management tools are in place and are used correctly on the project, in line with global standards.
- Collect and compile project-related data in the relevant database.

Responsibility 3: Contribute to external project communication

- Contribute to the coordination of the project team and adopt actions under it accordingly.
- Communicate about the project to partners, authorities and stakeholders when relevant.
- Regularly report status and challenge updates to HI coordination staff to enable sector level advocacy and problem-solving if needed.

Mission 3: Contributing to the animation of his/her sector

- Contribute to technical recruitment.
- Contribute to or lead the technical training required in his or her field.
- Contribute to the skills upgrading plan for professionals in its sector and may be a third-party assessor.
- May contribute to the development of a local talent pool within his/her sector (conducts technical interviews of candidates and makes recommendations, identifies training and coaching needs).
- Assists in coordinating technical professional development and facilitating a community of practice, in collaboration with the technical division. Conducts technical trainings for staff as appropriate.

- Contribute to the design and collection of operational data to ensure adequate monitoring of activities or ad hoc data collection activities, and ensure appropriate measurement of project completion in his/her area of expertise.
- Ensure that data processing is established and carried out in accordance with the rules and principles set by the IM/MEAL and by the technical councils of the sector of expertise.

Mission 4: Contribute to ensure the technical influence of HI on its perimeter

- Contribute to the outreach of HI expertise: can represent HI technical expertise by delegation in relevant local, regional and international networks and with local partners.
- Where appropriate, coordinate and collaborate with the project's technical partners as delegated by the Specialist or Line Manager.
- Relay and contribute to advocacy messages within its scope of work.
- Write new project content for the continuity or expansion of the project within its technical scope.
- Contribute to the writing of new proposals for new opportunities within its technical scope.

Mission 5: Emergency Preparedness and Response Responsibilities

- Contribute to the programme's emergency preparedness initiatives, and in an emergency situation, adapt his/her working arrangements in order to contribute to an effective humanitarian response from HI.

It is expected that the position holder will perform any other duties as required by the Line Manager that are commensurate with the position.

Due to the developing and volatile situation in Myanmar and emergency nature of the programmatic response, the position holder's responsibilities may evolve as per programmatic needs.

Duty Station	: Sittwe
Line Manager of the position holder for	: Operations Manager (Rakhine)
Position holder is Line Manager for	: N/A
Position holder is technical referent for	: N/A

Required for the Job

Qualification:

- University degree in Clinical / Educational & Counselling Psychology or related to Mental Health and Psychosocial Field is required. Master Degree is an asset.

Experience:

- At least 2 years' experience of clinical mental health is required.
- At least 2 years of experience providing training and technical supervision in the field of MHPSS with INGO, NGO, preferable in humanitarian context.
- At least 1 year of clinical and/or community work experience in a humanitarian context.
- Experience in providing humanitarian/emergency mental health support for the persons with disabilities is preferred.
- Experience in participating in training (material development, training facilitation) and on-the-job capacity building of staff and community volunteers is required.
- Experience of working in a remote community setting is an advantage.
- Experienced in Humanitarian Context, preferably in the field of inclusion is an advantage.
- Experience working in multidisciplinary context is an advantage.

Languages Skill:

- Good level in English and Myanmar languages, both in written and Oral is required.
- Knowledge in Local languages is preferable.

HI is committed to protecting children and vulnerable adults from harm. All staffs are expected to comply with the child Protection and PSEA Policies. Applicants for this position will be assessed regarding their suitability to work with children and vulnerable adults.

“HI is committed to maintaining a Non-Discriminatory work environment that values diversity and inclusion and offer Equal Opportunity for any employee or candidate regardless of race, colour, religion, sex, age, and disability, history of incarceration, marital status, sexual orientation, gender identity or expression. Qualified women are strongly encouraged to apply for this position.

The successful candidate will be required to complete a self-declaration form to help verify their suitability to work with children.

Send applications to: recruitment@myanmar.hi.org (CV + cover letter).

Please write: “VA: 2024-HI-014_Technical Officer (MHPSS)_ Sittwe” in subject.

Deadline for the submission: **10th July 2024 (5:00 PM) MMT.**

Only shortlisted applicant will be contacted for a written test and interview. **Applicants may be contacted on a rolling basis before the closing date, it is encouraged to apply early.** After closing date, applications are not considered.

HI is an organization that takes a Zero Tolerance stance on sexual exploitation, abuse, harassment and intimidation, fraud and corruption. The selected candidate must agree to adhere to and respect these policies which are available on this link: <https://hi.org/en/institutional-policies>

HI has also set up a rigorous, transparent and inclusive mechanism for the escalation and management of complaints. Any report can be sent confidentially and securely to this email <https://secure.ethicspoint.eu/domain/media/en/gui/105781/index.html>.