



Career Opportunities

Position Title	: Mental Health Psycho Social Support (MHPSS) and SI Field Officer
No. of Post	: (1) Post
Report to	: Manager
Department	: Health Department
Centre	: Hpa-an Orthopaedic Rehabilitation Centre (HORC)
Duty Station	: Hpa-an
Grade	: D1
Benefits Packages	: Salary + Insurance + Training + Travelling Allowances + Casual Leave + Quarantine Leave + Annual Leave + Medical Certificate Leave + Maternity Leave + Substituted Leave
Application Deadline	: (29/ 01/2020), 16:30

Myanmar Red Cross Society (MRCS) is volunteer based humanitarian organization throughout the whole country acting with and for the most vulnerable at all times. Red Cross as auxiliary to the government has been providing significant contribution into a wider humanitarian field starting from building resilience at community level to contributing technical inputs to the Country’s Disaster Management law, policies, and strategies.

Background: Hpa-an Orthopaedic Rehabilitation Centre (HORC) is run by Department of Health, MRCS supported by ICRC. Its aim is to supply orthopaedic appliances for persons with physical disabilities (PWDs) mainly from Kayin state, Mon State, Tanintharyi Region, Kayah State and Eastern Bago Region with free of charge. HORC provides prosthetic mobile repair services and repairmen services as well.

Purpose of the Position: Under the supervision of HORC manager and with the technical support of the ICRC MHPSS Field officer (FO), the HORC MHPSS field officer is responsible for the implementation of the MHPSS activities in Hpa An center (HORC), according to the MHPSS project document.

The HORC MHPSS **Field officer**, in collaboration with the MRCS Health Department and ICRC, will regularly review the effectiveness of the inclusive development program and implementation,

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approaches, strategies and activities to ensure the sustainability and progress of mainstreaming MHPSS and social Inclusion into MRCS program activities in PRP center. He/she will ensure the implementation and follow up of mental health activities for services users. All responsibilities should be carried out in line with Red Cross and Red Crescent movement principles.

Duties and Responsibilities

I. MENTAL HEALTH AND PSYCHOSOCIAL SUPPORT

Counselling and MHPSS technical support

1. Ensure the quality of the MHPSS activities using tools and guidelines from MHPSS ICRC department.
2. Conduct individual counselling and follow up for services users.
3. Conduct group sessions on regular basis, to address psychological and psychosocial needs of services users.
4. Actively attend and participate to training and supervision given by ICRC.
5. Ensure that all MHPSS activities are carried out under adequate and appropriate supervision to maintain the quality of the program.
6. Sensitize and support MRCS health staff and other organizations/partners/teams as per the programme strategy.

II. Reporting and administration:

7. Ensure key information is communicated to ICRC MHPSS field officer and/or Delegate.
8. Ensure necessary administrative work is completed in a timely manner.
9. Monitor the quality effectiveness and appropriateness of the MHPSS program implementation, with the support of the ICRC MHPSS Field officer.
10. Submit written and statistical reports in a timely fashion to the hierarchy as required.
11. Maintain service's users files in accordance with international standards. Ensure all services users information is kept confidential and clinical records are kept securely and written in a respectful manner.
12. Ensure that MHPSS databases are updated.
13. Maintain a continuous awareness of the evolution of the situation and the impact on program implementation, security considerations and MHPSS needs, communicating these with the ICRC MHPSS Field officer.

III. SOCIAL INCLUSION

14. Conduct social inclusion related activities and monitor progress in close collaboration with OR Field officer and Admin team for strengthening programme results.

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15. Undertake regular field assessment, analyse information collected and make appropriate recommendations for HORC.
16. Prepare briefing materials for presentational purpose to grow social protection knowledge base in community.
17. Liaise and consult with relevant key stakeholders, such as the Department of Social Welfare, Disabled Peoples' Organisations (DPO), gender and minority networks and associations.
18. Build effective working relationship with relevant stakeholders to exchange information and to support sustained social inclusion.
19. Assist to organize meetings or workshops for information sharing and feedback for HORC staff on key findings and making suggestions and recommendations for programme improvement.
20. Record and keep update the list of service users referred to other stakeholders/partners
21. Produce quarterly and annual reports on social protection and inclusion activities. Analyse findings, provide recommendations and submit to contribute to MRCS, ICRC and other stakeholders.
22. Organize and facilitate awareness raising sessions for service users on inclusive development.
23. Meet with service users while they are at the center to access their socio-economic situation and provide information related to social activities such as livelihood, training, sports, etc.
24. Assist the team to refer service users to other stakeholders for social inclusion purpose.
25. Follow up with service providers and service users to monitor how things are going and get their feedback for improvement.

IV. INTERNAL AND EXTERNAL RELATIONS

26. Work in close collaboration with MRCS health team in PRP center in areas of cross-cutting issues to ensure and strengthen the continuum of care.
27. Participate in health team meeting .
28. Support referrals of services users with specific needs to other mental health professionals as appropriate.
29. Externally, interacts with and creates a network of contacts with national health authorities, international and local stakeholders (eg IFRC, UN, INGOs) within his/her scope and field of responsibility.
30. Ensure a respectful and collaborative relationship is maintained with MRCS and ICRC.

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Skills, Competency and Requirements

- Must be a Myanmar National
- Age under 45 years old
- Any university degree related to Social Work, psychology
- 1 year experience in related field
- Knowledge about Gender and Diversity and other cross cutting issues
- Knowledge on mental health and psychosocial support
- Good computer skills, in Excel, Word and Power point
- Well organized, efficient and ability to meet deadlines
- Able to work well in a team and live in stressful situations
- Facilitation skill and experiences, Good Coordination and Negotiation skill
- Ability to manage and priorities multiple tasks, take initiative and problem solve
- Ability to travel
- Commitment to learn, open to change and willing to try new things
- Flexible and able to adapt successfully to changing situations and environments
- Effective communication of written and spoken English and Burmese knowledge of local languages of the area of intervention

****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:**

Head Office:

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

Email: mrcshrrecruitment@redcross.org.mm

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

Branch Office:

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

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

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