



Vacancy Announcement

Job Title: Male Case Worker
Project Name: IRQ SIDA Major HUM 2021
Project Area: Chamishko camp
Vacancy Ref. No: 79
Applicants Residence: Zakho city
Preferable Gender: Male
Duration of Appointment: 4 Months
Expected Starting Date: 1st Dec 2021
Deadline: 25 November 2021
Type of Contract: Full Time
Working Hours: 8:00am _ 3:30 PM

Background:

Harikar NGO is a neutral, non-governmental, non-profit humanitarian organization established on 30th May 2004 by a group of social activists. Harikar NGO as stated in its mission statement strives toward the fulfilment of human and women rights in Dohuk Governorate as stipulated in the new Iraqi constitution of 15th October 2005. Harikar is committed to- within its resources- contribute towards the achievement of the internationally agreed Millennium Development Goals. Harikar believes in human rights, the right of every person to reach his/her potential without discrimination on the basis of race, gender, religion, social segment and ethnicity. Harikar strives to achieve social justice especially among the marginalized vulnerable groups and works towards eliminating all forms of discrimination against women by promoting their capacity to fully participate in community development. Harikar has been able to successfully carry out more than 80 projects, through funding from various partners including UNFPA, RRT/PRT, UNHCR, UNESCO, UNICEF, UNOCHA, Diakonia, UNDP, UNOPS, IRD, Mercy Corps, CARE International, ASB, GIZ, Acted, IRC, IRI, NDI, SCF-UK, Mission East, ICSP and others.

Terms of Reference

Job Overview:

Under the overall supervision of the Project Coordinator, the Case Worker will conduct and supervise direct implementation of CP prevention and response activities in Chamishko camp. She/He will supervise a team to effectively Implement, Monitor & Document CP Prevention and Response activities targeting IDPs. The scope of the work would include Case Management and Psychosocial Support to the IDPs of concern, Team staff supervision, development or adaptation of training & monitoring tools, monitoring programmes progress and making adjustments as necessary with prior consultation with the direct supervisor.

Scope of Work (Duties and Responsibilities):

- Provide comprehensive psychosocial counseling to individual children exposed to violence, neglect and exploitation.
- Develop referral pathway to refer the identified at risk cases to the appropriate services including specialized, non-specialized services and follow-up.

- Provide assessment and counseling both at individual and group level as the situation demands.
- Ensure all work with cases at risk is confidential and that ethical practices are observed.
- Document client data accurately in the intake forms and ensure they are under lock and key.
- Assist the Project Coordinator in accurately updating the CPIMS+.
- Participate in the development of the case management monitoring tools and systems and ensure that all staffs that are required to utilize it are trained on the correct way of handling the systems.
- Participate in the preparation of accurate reports for all Psycho-Social related activities.

Pressure of Work:

Pressure related to tenuous security environment, multidimensional coordination and relationship management with implementing partners, other agencies, community and government structures, managing high targets, complex programming environment and juggling changing priorities and other high-quality deliverables.

Consequences of Error:

Poor representation and inaccurate reporting exposes Harikar to reputational risks with donors, state authorities and other stakeholders interacting with the project. Incumbent should be aware that poor relationship management with partners, local authorities, peer organizations and colleagues can lead to dissatisfaction and adversely undermine the project.

Adhere to Harikar policies and principles:

- Ensure that project targets those beneficiaries in the targeted areas.
- Promote and share ideas for improvement and necessary changes of activities.

Liaise and collaborate with relevant local authorities and other key stakeholders.

- Build strong networks and connections with service providers of NNGOs, INGOs, and related governmental entities.
- Coordinate and cooperate with other Harikars' project staff.
- Key External Contacts Local authorities, other local and international agencies and organizations, beneficiary groups.

Experience, Qualifications and Skills:

• Educational Qualifications:

- University degree in Psychology, Social Sciences, Social Work or related field.

• Professional Experience:

- Minimum 3 years of experience in Case Worker.
- Demonstrated results implementing and tracking field-based activities.
- Knowledge of local context.
- Experience with CP activities and CSG policy;

• Skills:

- Fluency in Arabic, Kurdish and English language skills
- Confident, sound training facilitation and representation/relationship management skills.
- Proficiency in MS Office application particularly Excel, word processing, and database packages.
- Ability to work under pressure and to independently manage competing priorities as well as a demanding workload and tight deadlines
- Commitment to and understanding of Harikar core values and principles;
- Advanced computer skills, particular Microsoft Word, Excel, Power Point and Outlook. familiar working with database and IT issues.
- Good communication and interpersonal skills.
- Proactive, solutions- and results-oriented.

Reporting, Supervision and Performance Evaluation:

Reports to: reports to the CP officer

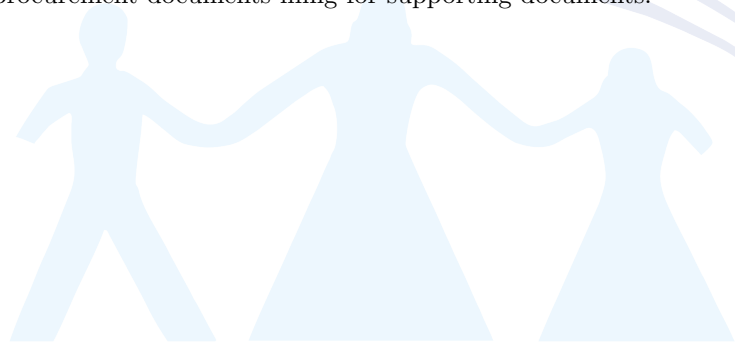
Performance Evaluation: Project Coordinator

Expected Conduct:

- Ensure that confidentiality is always maintained when sharing data and information about persons of concern;
- Work with the Harikar/SCI team in a cooperative and collaborative manner;
- Maintain cooperative relationships with partners;
- Maintain high professional and ethical standard when both on and off duty, including upholding the principles and practices set out in the Code of Conduct and adhering to international standards;
- Seek guidance and technical support when needed with “do no harm” principle being the priority at all times.

Commitment:

- All Harikar staff must be committed to the Core Humanitarian Principles as well as the Core Humanitarian Standards in Accountability and Quality Management.
- All Harikar policies, guidelines and checklists are an integral part of this Job Description and must be implemented, e.g.:
- Harikar Operational Guidelines and Policies.
- Guidelines on Prevention of Corruption.
- Guideline on PSEA.
- Guideline on CSG.
- Harikar Code of Conduct and
- Checklist for procurement documents filing for supporting documents.



HARIKAR NGO