



Vacancy Announcement

Job Title: Caseworker
Project Name: Provision of Gender-Based Violence prevention and response services for women and girls in Ninawa and west Mosul
Project Area: Ninawah (Bardarsh, Zummar, West Mosul, non-camp and Shekhan camp)
Vacancy Ref No: 66
Applicants Residence: West Mosul
Preferable Gender: Female
Duration of Appointment: 8 months
Expected Starting Date: 15 Nov 2021
Deadline: 13 Nov 2021
Type of Contract: Full time
Working Hours: 8:00AM _ 3:30PM

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 References

Job Overview:

Under the overall supervision of the Center Manager and with consultation of Case Management supervisor, the caseworker will identify, follow up with SGBV cases Monitor & Document GBV Response activities. The scope of the work will include Case Management and Psychosocial Support to the persons of concern, development or adaptation of training & monitoring tools, monitoring with prior consultation with the direct supervisor. provide day to day management of prevention SGBV activities and other related activities in Shekhan camp under the supervision of the Center Manager and consultation of GBV case management supervisor.

Scope of Work (Duties and Responsibilities):

1. Objective 1: CASE MANAGEMENT

- Provide comprehensive psychosocial counseling to SGBV survivors focused on the survivor-centered case management approach.
- Provide assessment and counseling both at individual and group level as the situation demands.
- Ensure all work with SGBV survivors 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 Center Manager in accurately updating the GBVIMS.
- Participate in the interpretation of the analyzed data on trends and work with the Center Manager to disseminate information to all relevant stakeholders.
- Participate in the development of the case management monitoring tools and systems and ensure that all staff that is required to utilize it are trained on the correct way of handling the systems.
- Ensuring that case reports are kept up to date.
- Proactively contribute to the quality and timely drafting of weekly, monthly reports
- Share daily updates on GBV incidents and risks in her area if assignment to the child protection assistant.
- Provide basic psychosocial counseling to survivors on a case by case basis throughout the project period
- Assist the needs of GBV cases using the assessment tools .

2. Objective 2: COORDINATION AND NETWORKING

- Maintain and strengthen existing networks through other service providers at the area level, to ensure that survivors receive quality services and support.
- Identify new networks to work with to ensure wholesome support to the survivors
- Work in close collaboration with the Volunteers and Community leaders to ensure the on-going needs of at-risk groups, women, and girls are being met in the outreach related activities.
- In collaboration with other partners, design psychosocial interventions focusing on the psychosocial needs of adults, youth and children.
- Assist in the development of referral networks between partners implementing GBV programs in the implementation of referral pathways.
- Participate in conducting training for partners on relevant organizational development areas and support peer learning between HARIKAR and other partner agencies.
- Responsible of referring beneficiaries to the concerned service provider by using referral pathway and referral inter-agency form.
- Actively engage in the commemoration of 16 days of activism and other international days on GBV as stipulated.

3. Objective 3: COMMUNITY ENGAGEMENT AND OUTREACH

- Facilitate the formation of support groups for survivors of SGBV and other vulnerable groups.
- Identify and strengthen Community structures through engaging community leaders, women, and youth groups as well as other stakeholders to ensure that the survivors receive adequate support at the community level.
- Support the SC Manager and Volunteers, in the dissemination of relevant information during the Community SGBV prevention forums and meetings.
- Attend training forums relevant to the job.
- Summary:
 - Provide comprehensive psychosocial counseling to SGBV survivors focused on the survivor centered case management approach.
 - Assist the Center Manager in accurately updating the GBVIMS.
 - Use appropriate data collection tools and submit assessments and reports in a timely and accurate manner

Additional Duties and Responsibilities:

- Good communication skills (written and oral): Sensitivity to and responsiveness to project staff, local authorities, and the community.
- Commitment to the job and the organization.
- Responds positively to critical feedback and differing points of view.
- Solicits feedback from staff about the impact of his/her own behavior.

Experience, Qualifications and Skills:

- Educational Qualifications:
 - University Degree in sociology, psychology, or relevant field.
- Professional Experience:
 - At least one year of experience in GBV Projects
 - Good communication skills including writing skills.
 - Strong management skills.
 - Strong training & facilitation skills.
 - Knowledge on GBV, humanitarian field.
 - Fluency in written and spoken Kurdish, Arabic.

Reporting and Supervision

Reports to: Center Manager Supervises: None

Expected Conduct:

- Ensure that confidentiality is always maintained when sharing data and information about persons of concern;
- 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 and guidelines are an integral part of this Job Description and must be implemented, e.g.:
 - Harikar operational guidelines and Policies.
 - Guideline prevention of corruption.
 - Guideline on PSEA.
 - Harikar Code of Conduct
 - Child Safeguarding