

Terms of Reference

Job Title	MHPSS Case Worker
Country	Greece
Duty Station	Lesvos
Reports to	Project Manager / MHPSS Team Leader
Starting date	20/06/2022
Job Type	Full time
Duration	Two (02) months with possibility of extension
Deadline	06/06/2022
Duties and tasks	<p>Purpose/objective of the position:</p> <p>The MHPSS Case Worker is responsible for ensuring beneficiaries wellbeing. The MHPSS caseworker supports asylum seekers and other beneficiaries, ensuring the best possible case management experience and addressing their needs. S/He develops case plans to match individual needs and preferences utilizing a broad range of services and resources. SS/he operates under close supervision with moderate latitude for the use of independent judgment and initiative.</p> <p>The Social Worker is specifically responsible to identify and document cases, assess risk and prioritize cases for mental health support, identify needed support and develop an action plan, ensure the follow ups and referrals according to standard operating procedures (SOPs).</p> <p>S/he is expected to be honest and transparent and keep the necessary level of confidentiality on information acquired on the job.</p> <p>Management and Programme Quality</p> <p>Operate within a rights-based approach and survivors-centred approach, respecting AGD and ensure that all activities done are within a protection centred environment.</p> <p>Ensure referral pathways are followed smoothly</p> <p>Carry out vulnerability and protection needs assessments, prioritizing cases for mental health support and identifying client needs.</p> <p>Providing individualized support to beneficiaries through service referrals, medical access by assessing and evaluating each client's distinct needs.</p> <p>Independently developing reasonable individual case plans and timelines for each beneficiary in an effort to achieve beneficiaries' expectations.</p> <p>Ensuring that beneficiaries are provided with the basic tools necessary to meet their established short-term goals and objectives.</p> <p>Assessing and monitoring regular intervals to ensure beneficiary progress on goals is made;</p> <p>Ensuring compliance with case management and reporting requirements; including timely data entry in hard-copy files and databases, respecting data protection policy.</p> <p>Comply with all protection policies, procedures and protocols of INTERSOS.</p>

Monitoring and Reporting

Provide regular progress reports to MHPSS Team Leader and Project Manager when requested

Provide necessary data as requested so as to facilitate external reporting.

Compile weekly/monthly data reporting or as often is requested.

Finance and Administration

Comply with all established procedures for financial management

Follow administration procedures.

Human Resources and Personnel Management

Ensure the creation and maintaining of respectful and positive working relationships, which allow for the effective implementation of all activities.

Participate in **smooth communication within the team and with other supporting entities.**

Logistics and Procurement

Follow all procedures applicable to all staff

External Relations

Maintain relations with relevant focal points in relation to specific case management matters, under the supervision of the coordinator.

Other

Perform other tasks and duties as required in order to ensure a correct implementation of project activities

Reporting Requirements

As per main duties outlined above the MHPSS Case Manager is responsible for

Reports to
Attend General Meetings
Attend Protection Meetings and/or other meetings as required
Regularly update case files
Log and track data as agreed
Provide Operational reports as necessary
Provide incident/security reports as necessary

As per required the MHPSS Case Manager should be copied in relation to

- General Team issues
- Identification of General Protection Matters
- Specific Protection issues related to cases managed by the person

Past experience and skills:

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- Psychology or Social Work Degree and license to practice (as psychologist or social worker) is Mandatory.

- Master degree is preferable.
- At least 1-year experience in social work, case management and provision of psycho-social support in the refugee context
 - Experience in GBV case management is considered an asset
 - Native Greek speaker, fluent in English both written and verbal. Preference will be given to candidates with fluency in the following languages: French, Farsi and Arabic
 - Computer skills: knowledge of MS Office and competence with data management and data inputs in IT platforms

HOW TO APPLY

If you wish to apply for the above position, please submit your CV along with a Cover Letter in English quoting reference code “MHPSS Case Worker” in the subject line of the e-mail at: jobs@intersos.gr; Only shortlisted candidates will be contacted for an interview appointment. Order or priority will be held and the identification of candidate could take place before vacancy's ending date.

To help us with our recruitment effort, please indicate in your email & motivation letter where you saw this job posting.

Closing date: **06/06/2022**