**INSERT JOB TITLE HERE**

**Job Title:**  ECCD and PSS Counsellor (Only Female)

**Reports to:**  Nutrition Site Supervisor (Technical Supervisor: ECCD & PSS Supervisor-Clinical Psychologist)

**Terms:** *Fixed Term contract*

**Salary:** GB 2

**Requirements:** Ukhiya / Teknaf, Cox’s Bazar

**About Concern:** Established in 1968, Concern is a non-profit, non-governmental humanitarian organisation, dedicated to the reduction of suffering and the ultimate elimination of extreme poverty in the world’s poorest countries.

Concern’s vision, our mission and our work are all defined by one goal – ending extreme poverty, whatever it takes. Concern strives for a world free from poverty, fear and oppression.

Our culture is values driven and we believe that our people are central to all that we do and are key to delivering on our goal of Reaching the Furthest Behind First. We are committed to ensuring a workplace where everybody feels valued and are enabled to succeed in their work and contribute to delivering on our mission.

**Role Purpose:**  The ECCD (Early Childhood Care and Development) and PSS Counsellor is responsible for centre-based implementation and monitoring of ECCD service delivery in INF and also answer to the identified needs on Psychosocial Support (PSS) issues. By providing, awareness raising session on ECCD and PSS at community level, direct psychological and psychosocial support to the beneficiaries, produce regular reports on activities, assessments and follow-up. She will be responsible to perform other activities requested by her supervisor based on project need.

**Responsibilities:**

**ECCD and PSS activities Implementation:**

**ECCD:**

* The ECCD Counsellor will be responsible for overseeing the ECCD activities based in assigned camp.
* Focus on child friendly and age appropriate ECCD (play that develop their physics, their minds and their creativity).
* Support timely, quality & consolidated ECCD programme development and planning.
* Ensure that all material is counted for, in good condition and stored tidy and securely. An inventory list must be made monthly by using register book.
* Create and maintain a supportive and caring environment for children
* Support and guide to children to use and explore during learning and play activities in ECCD zone with materials tools and resources.
* Sharing the importance of ECCD to mothers/caregivers.
* Develop and maintain positive relationships with children and parents.
* Follow and ensure the safety of the ECCD zone and ECCD kit.
* Ensure that all children arrive are properly registered and have safe care as long as they stay there.
* Follow up on children’s absence.
* Ensure that health, nutrition and hygiene are promoted in the sites
* Builds and maintains effective relationships, with nutrition team, colleagues, members

**PSS:**

* Identify Psychological, emotional and behavioural difficulties; diagnose; develop action plan and provide psychological and psychosocial support at individual, group and family level.
* Refer beneficiaries with specific needs of specialized psychological support to external services and follow-up on all referrals.
* Organize and implement more specific psychosocial support activities through different methods including mediation activities, creative or recreational activities, group discussions, group daily activities, etc.
* Observe and intervene in order to understand the part Care practices plays in the causes of malnutrition and the barriers to a good acceptance of the treatment.
* Organize and animate sessions for mother - child dyads in difficulty (e.g. psychosocial stimulation through play, massage, etc.)
* Produce educational and alertness support media for children (individual or collective inside and outdoor games, drawings, songs, dances, plays, toy making, etc.)
* Make sure no child is left alone, regardless of her/his status (unaccompanied, accompanying person, beneficiary)
* Make toys and games available that are clean and in good condition
* Favour the child’ psychomotor growth.
* Contribute to the mapping of relevant actors (referral network) and set up of referral systems to other services available.
* Write specific reports for critical cases.

**Reporting Learning and strengthen capacity and cross cutting**

* Prepare regular and ad-hoc reports as requested and timely submit to ECCD and PSS Supervisor
* Participate in trainings as requested and other assigned tasks report by supervisor

**Accountability**

**In line with Concern’s commitments under the Core Humanitarian Standard (CHS):**

* Actively promote meaningful community participation and consultation at all stages of the project cycle (planning, implementation, M&E);
* Work with relevant colleagues to ensure that the Complaints and Response Mechanism (CRM) is functional and accessible, that feedback and complaints are welcomed and addressed;
* Work with relevant colleagues to ensure that information about CRM, safeguarding and expected staff behaviour is disseminated among programme participants and communities

**Role Holder Requirements:**

* Minimum Bachelor degree in Psychology. Masters in Clinical, Counselling, Educational, Developmental Psychology will be Preferable
* Experience in Rohingya refugee context will add extra value.
* Fresher’s are also encouraged to apply
* Motivation to work in the humanitarian field and sharing of EMERGENCY’s values and mission.
* Knowledge of early childhood care and development (ECCD) and Psychosocial Support (PSS) programs and techniques will be an advantage
* Only Female candidates are eligible as they have the ability to build trust and maintain respectful, empathetic, and effective communication with program participants, caregivers and team members in a culturally sensitive manner.
* Strong capacity to assess needs, prioritize task, and implement solutions efficiently, even under pressure and with limited resources.

**Competencies:**

Candidates are expected to demonstrate abilities in the following priority competency areas (highlight 3-4 competencies **in bold** as appropriate):

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| --- | --- |
| Managing Yourself | **Planning and decision-making** |
| Individual leadership | **Creativity and innovation** |
| **Communication and working with others** | Influence, advocacy and networking |
| **Delivering results** | Change |

**Important information:**

Concern has an organisational **Code of Conduct** with three Associated Policies: The **Programme Participant Protection Policy, the Child Safeguarding Policy, and the Anti-Trafficking in Persons Policy** accessible [here](https://www.concern.net/accountability/codes-and-policies/safeguarding). These have been developed to ensure the maximum protection of programme participants from exploitation, and to clarify the responsibilities of Concern staff, consultants, visitors to the programme and partner organisations, and the standards of behaviour expected of them. In this context, staff have a responsibility to the organisation to strive for, and maintain, the highest standards in their work, in accordance with Concern’s core values and mission. Any candidate offered a job with Concern Worldwide will be expected to sign the Concern Staff Code of Conduct and Associated Policies as an appendix to their contract of employment. By signing the Concern Code of Conduct, candidates acknowledge that they have understood the content of both the Concern Code of Conduct and the Associated Policies and agree to conduct themselves in accordance with the provisions of these policies. Additionally, Concern is committed to the safeguarding and protection of adults and children in our work. We will do everything possible to ensure that only those who are suitable to work or volunteer with adults and children are recruited by us for such roles. Consequently, working or volunteering with Concern may be subject to a range of vetting checks, including criminal background checking.

During this job application, you will provide Concern with your **personal data**. Concern takes its responsibilities towards this personal data very seriously and is committed to complying with all relevant data protection legislation.

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| *Line Manager’s name:* | *Signature:* |
| *Date*:  |
| *Employee’s name*  | *Signature:* |
| *Date:*  |