ROLE PROFILE

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| Title: | PSS Specialist | | |
| Functional Area: | Programme (technical) | | |
| Reports to: | CBCP Advisor | | |
| Location: | Ukhiya, Cox’s Bazar | Travel required: | Frequent |
| Effective Date: | July 2021 | Grade: | C2 |

role PURPOSE

Plan International is an independent development and humanitarian organization that advances children’s rights and equality for girls. Plan International envisages a world in which all children and young people realise their full potential, a vision now shared by the 193 Heads of State and Government who adopted the 2030 Agenda for Sustainable Development in September 2015.

We believe in the power and potential of every child. This is often suppressed by poverty, violence, exclusion and discrimination. Its girls who are most affected. Plan International’s new Global Strategy aims to transform the lives of 100 million girls by implementing an integrated programme and influence approach. National level influencing that builds on, and is informed by our programme work in Bangladesh and Plan’s other country offices will play a key role in delivering results at scale.

The PSS Specialist, working closely with the CBCP Coordinators and officers and in collaboration with the PIB’s CPiE technical team. The position will ensure the quality PSS support for healing and positive well-being for children, adolescent girls and boys and youth as well to reflect on the impact of general child protection risk and also associated with the impact of COVID-19 and other emerged emergencies. S/he will be responsible for strengthening the quality of all PSS components and will provide technical support, guidance and over sight to the CBCP and CP case management team members. The PSS specialist will provide capacity building support to the CBCP team to ensure the qualitative structured and general psychosocial care activities for children, adolescents and youth including child survivors. S/he will work closely with different community-based organizations like CBCP committee, youth club, adolescent club, different networks, relevant Govt. stakeholders like DSS, women and children affairs department and local Govt standing committees; and other CP actors.

Dimensions of the Role

1. **PSS Component activities**: This role is precisely responsible to improve the beneficiaries’ wellbeing and psychosocial condition through capacity building of CPiE team on PSS and well-reputed network and collaboration with internal and external stakeholders.
2. **Direct and indirect reports:** The position holder will report to the CBCP Advisor and closely cooperate with CPiE team. This role doesn’t have any direct report/Supervisee.
3. **Communications requirement:** The PSS specialist will work in close collaboration with the following individuals:
4. CPiE Program Lead, Programme/Project Manager, CBCP and CM Advisors and CPiE Specialists
5. Other sector colleagues (ex: education, livelihood etc.) and the consortium members
6. Through the Advisors, provide technical inputs regarding PSS component to proposal development and compliance/reporting for ongoing projects.
7. If needed, through the project managers communication may be taken place with CiC, Upazila and union level LG and Govt. bodies like DSS.
8. **Risk management:** He/she will take a proactive stance in identifying and mitigating exploitation and abuse in his/her working phenomenon and follow Plan International Bangladesh’s Child Safeguarding Policy, PSEA policy and code of conduct.
9. **External representation:** He/she represents Plan International in external meetings as delegated by CPiE Program Lead or CBCP Advisor. S/he will represent PIB in PSS working group of CP Sub-sector along with CBCP Advisor.

Accountabilities

* **Objective 1- Improving psychosocial wellbeing of children, adolescents and youth**
* Implementing and supporting all sorts of psychosocial activities under different projects’ umbrella of PIB at Cox’s Bazar and providing psychological consultations on regular basis;
* Lead to develop basic PSS facilitator resources from PIB and partners, who will cascade and guide PSS groups and activities for the children, adolescents and youth that includes addressing the impact of Pandemic like COVID-19, child survivors and emerged emergencies;
* Provide technical guidance, support and oversight on the PSS groups and activities across the host and camp; and co-facilitate with the CPiE team and partner facilitators as the PSS activities are on-going; support the team and partners in taking the lead in, and ownership of, the programme more independently;
* Provide PSS counselling services to the beneficiaries and provide support to the team members for developing referral networks between actors and partners implementing CP, GBV and implementation of referral pathways for ensuring counselling services for children, adolescents and youth;
* Support the CPiE team and partners’ staffs such as CBCP officers, volunteers, mentors, youth club facilitators and other frontline responders to conduct youth club-based PSS activities with children at camp and host community both;
* Working closing with the CBCP specialist, Coordinators and officers to ensure a quality PSS approach is integrated across all relevant programming areas;
* **Objective 2- Support CPiE team and other associated actors of organization and partners by providing guidance and capacity building for the implementation of qualitative psychosocial care activities**
* Develop structured and general (not a rigid curriculum) PSS module, manual, materials to conduct ToT and basic training on PSS for PIB’s staffs and Partners’ staffs and community volunteers as well as the community-based organizations like CBCPC, youth clubs and adolescent clubs;
* Conduct training need assessment on PSS component with the frontline responders from PIB and partners;
* Assess capacities of partners to integrate basic psychosocial skills and Psychological First Aid (PFA) into their work in emergency response focusing on Child Protection Concern, particularly in light of changes to communication techniques necessitated by COVID-19. Provide technical guidance to implementing partners to enhance the psychosocial elements of this work;
* Training on basic PFA/counselling with a child-friendly and age/gender-sensitive approach. for CM and CBCP staff;
* Train service providers on adolescent and youth friendly health services, psychosocial support, and life skills education;
* Support and strengthen capacity of existing PSS components of CPiE interventions which are currently being implemented by PIB and its partners and promote compliance with information management standards for CP Case management and PSS service delivery including caring for child survivors and CP case data management systems;
* **Objective 3- Knowledge Management and idea generation**
* Provide PSS related data to the CBCP advisor and Case Management Advisor for analysis and further use of lesson learning and trend of the weight of PSS intervention;
* Assist in the development of a participatory monitoring and evaluation (M&E) system for the PSS initiative;
* Support CPiE lead and Advisors by providing information about field level lesson learnt, case studies and recommendation for generating and contextualizing new ideas in order to write new project proposal.
* **Objective 4- Reporting and documentation**
* Provide timely and accurate information to the CBCP advisor and Project Managers for weekly/monthly PSS program reports; contribute to writing reports against indicators relevant to the position towards relevant projects.
* Collaborate with CPIMS specialist to incorporate the PSS related information in the regular information management systems for internal and external uses like CP Sub-sector.
* **Objective 5- Internal and external coordination and representation**
* Collaborate with colleagues of CPiE Advisors (Case Management Advisor and CPCP Advisor) and other technical specialties (CBCP, Case Management, Livelihood, Education) to ensure basic considerations for psychosocial well-being are mainstreamed throughout PIB’s intervention at Cox’s Bazar;
* Coordinate with CBCPC, youth clubs and adolescents’ clubs regularly to ensure the quality PSS activities with the active participation of the community members;
* Represent PIB into PSS WG and suggested by the CPiE lead and CBCP Advisors as needed.
* **Plan policies and procedures (applicable for all roles)**
* Ensures that Plan International’s global policies for Child Protection (CPP) and Gender Equality and Inclusion (GEI) are fully embedded in accordance with the principles and requirements of the policy including relevant Implementation Standards and Guidelines as applicable to their area of responsibility. This includes, but is not limited to, ensuring staff and associates are aware of and understand their responsibilities under these policies and Plan International’s Code of Conduct (CoC), their relevance to their area of work, and that concerns are reported and managed in accordance with the appropriate procedures

Key relationships

**Internal:**

* CPiE Lead
* CBCP Advisor, CM Advisor; CM, CBCP and livelihood Specialist.
* Programme manager, Project manager, Coordinator.
* M&E Specialist and CPIMS specialist

**External:**

* CP Sub sector
* Implementing Partners and other National & Local NGOs and CSOs
* In-country donors and Peer agencies
* Consortium Members

Technical expertise, skills and knowledge

* **Technical Skills**
* Master Degree in psychology, social work, social sciences or related field;
* More than two years’ experience in humanitarian, development or similar organizations with direct experience working on PSS programming; working directly on providing PSS to children, adolescents and youth including caring for child survivors;
* Previous experience working in PSS, Psychosocial counselling, Child Protection, as well as in Community Based activities, youth engagement, advocacy and Psychosocial Support service provision;
* English working skills is mandatory and coordination and team management skills is required;
* Good knowledge and understanding of humanitarian principles and established international child protection minimum standards;
* Strong experience and skills in creating resources, facilitating practical workshops, providing capacity development on PSS to others through a variety of methods - technical support and guidance, training, practice mentoring, “learning by doing” approaches; additional experience on Child Protection arena stronger preferred;

Skills and Behaviours

* Cognitive stand to respect differences of culture, opinion and lived experiences while upholding feminist, rights-based principles, survivor-centered and girls and women’s protection and empowerment;
* Highly organized and self-motivated, able to work efficiently independently, as well as working collaborative with others;
* Excellent interpersonal skills, positive and professional attitude; Strengths in listening, empathy, flexibility, and creativity;
* Documentation & filing skills;
* Setting priorities and time management;
* Very good command on MS Office;
* Knowledge of Bangla typing is preferred;
* Works with trustworthiness and integrity and has a clear commitment to Plan's core values and humanitarian principles;
* Ability to operate effectively under extreme circumstances including stress, high security risks and harsh living conditions. Works and lives with a flexible, adaptable and resilient manner.

Plan International’s Values in Practice

**We are open and accountable**

We create a climate of trust inside and outside the organisation by being open, honest and transparent. We hold ourselves and others to account for the decisions we make and for our impact on others, while doing what we say we will do.

**We strive for lasting impact**

We strive to achieve significant and lasting impact on the lives of children and young people, and to secure equality for girls. We challenge ourselves to be bold, courageous, responsive, focused and innovative.

**We work well together**

We succeed by working effectively with others, inside and outside the organisation, including our sponsors and donors. We actively support our colleagues, helping them to achieve their goals. We come together to create and implement solutions in our teams, across Plan International, with children, girls, young people, communities and our partners.

**We are inclusive and empowering**

We respect all people, appreciate differences and challenge inequality in our programmes and our workplace. We support children, girls and young people to increase their confidence and to change their own lives. We empower our staff to give their best and develop their potential.

**Physical Environment**

The post-holder will be expected to travel extensively, sometimes at short notice to join humanitarian responses. It may be required to work late, weekends and holidays in order to ensure timely delivery of programmes.

**Level of contact with children**

**[Mid to high level contact: interaction with children]**