

**Karnali Integrated Rural Development and Research Centre
KIRDARC Nepal**

JOB DESCRIPTION

Job title:	Psychosocial Counselor
Duty station:	Based in Tatopani Rural Municipality of Jumla District
Reports to:	Project Coordinator-CRG&CP SAHAYATRA-III
Staffs reporting:	NA
Contact length:	Fixed Term (Till end of December 2028), might be extended based on budget availability and position required.

Background:

Karnali Integrated Rural Development and Research Centre (KIRDARC Nepal) is an NGO registered at the District Administration Office, Jumla under the Society Registration Act, 1978, and is affiliated to the Social Welfare Council in Nepal. It has been working in five districts (Jumla, Humla, Kalikot, Mugu and Dolpa) of Karnali Zone since 1999. Recently KIRDARC has started to implement its project in Surkhet District. KIRDARC Nepal works in a right-based approach in the fields of human rights and peace building, education, health, water and sanitation, food security, livelihoods including infrastructure development, media and climate change etc. KIRDARC Nepal strives to enable Karnali people to claim and exercise their rights for poverty reduction and improved livelihoods through their organization, research, policy advocacy and judicious resource mobilization.

Position Description:

Psychosocial Counselor is responsible to assess the vulnerability and Psychosocial status of most deprived children and provide Psychosocial Counseling those children and care takers who needs counseling service. The position holder will support to case Para Social Worker/Case Workers to assess the situation and problem of children under the case management process. S/he further support to refer the cases who needs higher level of service to relevant service providers and institutions. S/he will be also facilitating the orientation and training session for project staffs, local government representatives, government officials, child clubs, parents as per need of the project. The position holder will be responsible to look after the Psychosocial Service in other SAHAYATRA-III working palika as per need.

The Psychosocial Counselor is responsible for overall management of psychosocial counselling services to most deprived children and their parents under SAHAYATRA-III and responsible to develop case stories, periodic reports and sharing it to line manager. Similarly, s/he will be responsible for close coordination with project team, child protection mechanisms, health professionals, women and children service centre at palika for the integration of vulnerable children through psychosocial counseling service.

JOB RESPONSIBILITIES

1. Conduct assessment to measure the wellbeing of project staffs and children needing psychosocial support via different stress assessment tools.
2. Conduct psychosocial counseling for staffs and needy children of all partners under SAHAYATRA-III
3. Conduct needs base psychosocial services like individual counseling, group/peer intervention, family counseling.
4. Facilitate to conduct training on psychosocial counseling to project staffs, WCRC, teachers, Child club member, youth group in community.

5. Coordinate with Health facilities, traditional healers, Schools, teachers, students, parents, and other stakeholders in the community to get their support
6. Facilitate orientation/training session on psychosocial problems and psychosocial support system to the community people and stakeholders.
7. Disseminate the information about mass conversion disorder and ensure that the negative understanding of the community about the mass conversion disorder is well disseminated down to the community,
8. Maintains client case records (Intake record, session reports, orientation reports, case referral records, case close records etc.) in regular basis and produce final report at the end of the intervention.
9. Coordinate with Referral mechanism system of the respective Palika ward level child protection mechanism, children and women service center, local police and district level.
10. Provide counseling to the Children in Jeopardy who are under the case management process
11. Provide psychosocial counseling support to children whose marriage is voided and support to re-join school and reduce stigmatization in community.
12. Support to the Children affected by violence against children such as child marriage, physical & psychological punishment, social and gender discrimination in need basis.
13. Support to refer the child marriage, VAC cases to the referral mechanism (Palika, WCRC, Bal Help Line, Police etc.)
14. Close coordination with PSWs, children's champion activists, project coordinator-CRG&CP for smooth implementation of counseling services.

Others

Child Safeguarding:

- Employee should be strictly abiding with the child safeguarding policy, code of conduct of the organization. S/he should be followed all the child protection policies of the respective organization.
- Support to Project Coordinator, District Coordinator and Program Manager to providing thematic support.
- S/he will assist to the organization and Supervisor as per need on job related work

Required Competencies

- Educational qualification: Bachelor's degree in any discipline with Six Months Psychosocial Counseling training or/ Post Graduate Diploma in Psychological Counseling from recognized institutions with two-year experience as counselor/trainers/MHPSS Officers
- The candidates should spend around 60% time in the field (project implementation areas) to support the cases needing counseling and other MHPSS service.

This job description is not limiting your ability and role within organization. Based on the situation, District Coordinator, Program Manager, and Director can assign to other additional responsibilities also.

Agreed by role holder Staff Name:

Designation:

Signature:

Date:

Approved By Organization Authority:

Designation:

Signature:

Date: