KURDISTAN REGIONAL GOVERNMENT, IRAQ

JOB VACANCY for one (1)
Mental Health Care Practice Program
Manager Assistant
(Men or Women)
Emergency Response Team
Ref: ACF/KRG/26/012014

Action Contre la Faim (ACF) is an international non-governmental organization working in more than 40 countries in the fields of nutrition, food security and livelihoods, water sanitation and hygiene, and care practices.

ACF is looking for 1 Mental Health Care Practice Program Manager Assistant (Man or Woman) for its Kurdistan Regional Government program.

**Work place:** Main Office: Erbil, Project location: Refugee camps, Erbil and Dohuk Governorate

**Type of contract:** fixed-term contract of 7 months (with possible extension)

**Main Assignment:** To support the MHCP Program Manager in the development and implementation of the MHCP program in Erbil and Dohuk Governorates.

**Specific Activities:**
- Support the MHCP program manager for training (Translate technical documents, ensure oral translation, logistic support the implementation of the training)
- Support the implementation of MHCP activities through logistic and administrative coordination (Respect internal procedures, follow up on logistic activities...)
- Insure proper internal follow up of activities (Data entry and report), analyse data
- Facilitate coordination with partners for the Psychological First Aid activity
- Support on-going assessments in MHCP with the close collaboration of the Program Manager
- Communication (Develop communication tools to explain ACF program to stakeholders and tools to facilitate the PFA program implementation for the WASH teams)
- Respond to ACF MHCP needs and priorities (Defined by MHCP program manager)

**Recruitment Criteria:**
- Qualification in social work, community work, education or health
- Good knowledge of psychosocial work
- Sense of confidentiality and non-judgemental attitude
- Experience with multidisciplinary team, Good communication skills
- Commitment to the refugee issue
- Adaptability and flexibility required
- Knowledge of Kurdish Syrian Culture and language
- Relationships with international and local actors
- Ability to build good relationships
- English, Kurdish and Arabic
How to apply:
The application period closes on March 7th, 2014.
Applicants may submit their cover letter and resume (including 2 professional references) to
- recruitment-er@iq.missions-acf.org (please note the job offer reference in the email object)
- ACF office 240/9/815 Shlama Ashti, Ainkawa, Erbil in a sealed envelope specifying job offer reference

Only short-listed candidates will be contacted.
Due to the urgency of this position, applications will be short listed on a regular basis and interviews maybe performed before the closing date of application.