

## **JOB ADVERT**

### **Mental Health and Psychosocial Support Program Manager (MHPSS-PM)**

Created in 1979 and now operating in over 50 countries around the world, Action Against Hunger is one of the major actors in fighting hunger. Active in Liberia since 1990, Action Against Hunger has become one of the main humanitarian and development actors in the country focusing on Nutrition, Health, Mental Health and Psychosocial Support (MHPSS) as well as Food Security and Livelihoods (FSL), Water Sanitation and Hygiene (WASH) to address the underlying and root causes of nutrition insecurity. Action Against Hunger's work in Liberia has evolved significantly over the years from emergency response to longer-term development, aiming at ensuring the provision of nutrition services within the health system; promoting and implementing FSL and WASH interventions; and developing strong partnerships with local civil society and national NGOs as well as the Government of Liberia. Through the years, Action Against Hunger has developed a strong acceptance within the communities in the areas of interventions. Action Against Hunger Country office is located in Monrovia.

#### **I. Summary of position**

Action Against Hunger is seeking a dedicated and dynamic Mental Health and Psychosocial Support Program Manager (**MHPSS-PM**) to join our team in Liberia. The successful candidate will support the Program Coordinators with the design and execution of high-quality MHPSS interventions in alignment with ACF strategy, international standards, and national policies.

#### **II. Some key job responsibilities**

##### **Mission 1: To contribute to the analysis of the strategy and the positioning of the MHPSS department**

- Be responsible for analysis of the humanitarian situation in MHPSS and of the context of intervention in a continuous, systematic and satisfactory way
- Participate in definition of the strategy over its area of intervention and the sectoral strategy at the national level
- Responsible for the implementation of projects consistent with the ACF charter, the ACFIN strategic framework, the Policies (MHPSS and other ACF sectors), positioning documents, the national strategy and other legal texts of the technical ministry/ministries in charge of the sector, the key international documents of the sector (SPHERE, IASC and WHO Standards, etc..)
- Participate in drawing up the MHPSS part of the Preparation and Emergency Response Plan (PPRU) over his/her area of intervention
- Be responsible for promoting transversal integration of the MHPSS sector with the other sectors in collaboration with the Field Coordinator/Deputy Country Director

##### **Mission 2: To identify the needs and contribute to the formulation of projects**

- Coordinate the reporting process for all grants under the direction of the DCDP.
- Ensure quality control (coherence, accuracy, proofreading, formatting, and alignment).
- Identify the humanitarian needs and gaps in MHPSS in the country
- Participate in the definition of the MHPSS programmes
- Contribute to the writing of the MHPSS sections of project proposals

**Mission 3: To ensure the implementation, monitoring and reporting of MHPSS interventions integrated to all projects**

- Be responsible for implementation of the MHPSS programme(s), consistent with the logical framework of the intervention, the budget, the ACF logistical and administrative procedures
- Identify technical constraints linked to implementation of his/her project (s)
- Ensure the mainstreaming of cross cutting issues including gender, protect and climate change in all project implementation especially in ACF supported communities;
- Work within the deadlines of the MHPSS parties of external and internal reports to be submitted in connection with the projects

**Mission 4: To contribute to the Quality and Accountability processes and assessment of the impact of his/her programme in collaboration with the MEAL team**

- Responsible for promoting and contributing to the evaluation of the impact of all MHPSS components throughout all projects (internal and external evaluation)
- Promote and contribute to learning and improvement of quality (external evaluation and joint visits)
- Implement the complaint mechanisms focusing on the transparency and ethics of projects in particular with assisted populations
- Be responsible for carrying out implementation of the baseline and endline evaluations

**Mission 5: To participate in coordination and representation and with the ACF partnerships in its area of intervention**

- Participate at the request of the Deputy Country Director or the Program Coordinator to visit donors
- Represent ACF and manage relationships with partners, authorities, UN agencies, and both national and international NGOs within the project scope.
- Contribution to the process of selection, formalization and strengthening of the capacities of the partners (local NGO, international NGO, International, national and private authorities, etc...)
- Strengthen the capacities of the partners in MHPSS

**Mission 6: To contribute to capitalization and technical development within his/her sector**

- Be responsible capitalization of the programme data and documentation of the innovations carried out
- Be responsible transmission of the technical and operational knowledge acquired in his/her programme
- Contribute to the increase in field information to supply ACF communication

**Mission 7: Guarantee and ensure the confidentiality of data collected during the MHPSS activities of the mission.**

- Ensure data confidentiality, ownership of project beneficiaries For guaranteeing the confidentiality of clinical interviews /individual or group counselling with the psychologists/mental health clinician/social worker in charge

#### **IV. Qualifications & Experience**

- Masters' degree in (Psychology, Mental Health, Clinical Social Work, Sociology, Anthropology)) with training backgrounds in PSS, mhGAP, Psychological First Aid, Gender-Based Violence and 4 years in-lieu of degree.
- Minimum 3 years of humanitarian experience in a similar position
- Mental health and/or psychosocial support, counselling experience

## V. Required Competencies And Skills

- Strong verbal and written communication skills to effectively interact with staff and stakeholders
- Fluent in English Proven experience in partnership management, communications, and reporting
- Attention to details is required, ability to prioritise and organise tasks adequately
- Project and budget management skills
- Strong capacity building and supervision skills
- Strong writing and analytical skills
- Good listening and communication/facilitation skills
- Good command of Microsoft, Excel, Power Point, Zoom, Teams, etc

## VI. Remuneration package

**Anticipated starting date:** April 24, 2025

**Contract length:** 12 months renewable based on funding and performance

**Location:** Monrovia with frequent travels to other Action Against Hunger intervention areas

**Basic Salary:** \$1,957,000

**Transportation allowance:** \$135

**Child Education Benefits:** Pay in line with policy

**Medical Insurance:** staff and four dependents inclusive of spouse

### **HOW TO APPLY:**

Join us in our mission to fight hunger and improve lives in Liberia. Apply now to make a meaningful impact! Please send your CV and motivation letter to:

[recruitment@lr-actionagainsthunger.org](mailto:recruitment@lr-actionagainsthunger.org) with “MHPSS-PM 003” in the email subject line, along with three work-related references from your most recent employers no later than 28<sup>th</sup> March 2025, 1:00 PM

Action Against Hunger is committed to diversity and inclusion within its workforce, and encourages all competent persons, irrespective of gender, religious and ethnic backgrounds, including persons living with disabilities, to apply and become part of the organization.

Action Against Hunger is committed to protecting all persons it comes into contact with through our work, including children and at-risk adults. Action Against Hunger has ZERO TOLERANCE towards all forms of harm and abuse.

Action Against Hunger is an equal-opportunity Employer. Qualified women are particularly encouraged to apply.