VACANCY – SOCIAL WORKER

ARC works with its partners and constituencies to provide opportunities and expertise to refugees, displaced people and host communities – to better survive conflicts and crisis, and to rebuild lives of dignity, health, security and self-sufficiency. ARC presently works in and with partners in seventeen countries globally. ARC has consistently operated in Rwanda since 1994, and today has a strong and committed team of over eight hundred personnel who include full time staff and incentive workers, and hundreds of community volunteers – implementing programs in Primary Health Care, Reproductive Health, HIV and Nutrition; also Water, Sanitation and Hygiene, Shelter and general Infrastructure, Livelihoods/Economic strengthening, and Sexual and Gender Based Violence / Protection. Our work in Rwanda currently covers all the refugee locations and their kind Rwandan-host communities. And we are always looking to deepen our work and, jointly with our partners, offer lasting impact with and for the communities we serve! ARC is looking for qualified, self-driven and committed individual to join our team in the stated position – based at and to serve full time in the new Gashora Emergency Transit Centre, Bugesera District – Rwanda.

PRIMARY PURPOSE OF THE POSITION:

The Social Worker provides leadership to Principal Matron and is responsible for community service activities and promoting a protective atmosphere at the ETM and to ensure active participation of all persons including persons with specific needs (PSN). The incumbent collaborates with other protection and community service staff to ensure that all persons have person centered and dignified access to services.

KEY RESPONSIBILITIES

- Lead in and writing up assessments, in collaboration with other program professionals, for desired cause of action, on case by case basis
- Assess, identify and verify the people with specific needs (PSNs) in the settlement and work with program partner and implementing agencies to address the identified needs;
- Liaise with the protection staff to access assorted items for (PSNs) and ensure effective distribution to the right recipients;
- Serve as link for PSNs with the relevant sector leads for support
- Provide orientation to PoCs including new arrivals of available services in the settlement;
- Promote peaceful coexistence and social cohesion between the people of concern and the host community, including through home grown solutions such as Umuganda, Parents evening, Ubudehe, among others.
- Conducting interviews with individuals and families to assess and review their situation for wholesome life
- Participate in multidisciplinary teams and meetings regarding Protection, Non formal education, Peace building and mental health
- Provide and keep adequate documentation of all cases in community services including routine update of the PSN lists
• Liaise with the program Sports Facilitator to engage the community members in recreation activities at their leisure;
• Support refugee volunteers and other community based structures in their daily routine follow-ups and home visits;
• Prepare daily, weekly and monthly reports to be submitted to assigned supervisor

QUALIFICATIONS, SKILLS & KNOWLEDGE REQUIRED:

• Minimum of Bachelor’s degree in Social work, Community Psychology, Education, and other any other related fields;
• Minimum of three years of working experience in social work or community services in humanitarian setting
• Demonstrated skill in analysis, project planning, and hands on oversight of activity implementation.
• Experience with representation involving implementing, donor, government officials and agencies.
• Exemplary command and experience in Humanitarian & protection principles, cutting edge approaches and practices
• Capable communicator in English; including written
• Conversance with French, Tigrinya and/or Arabic, and Kinyarwanda an added advantage
• Self-motivated and client-orientated with a strong sense of personal ethic, integrity and quality
• Strong interpersonal and intercultural skills, and a high level of flexibility and tolerance to ambiguity
• Familiarity with effective community mobilization techniques, social change approaches and human centered design desired

Interested and qualifying candidates should submit applications – to include 1 page Cover Letter, an updated CV (max. 3 pages), and three names (plus titles & contacts) of relevant professional referees - to the following email address only – with the position applied for CLEARLY indicated: RWJobs@arcrelief.org

Only applications received through the above indicated dedicated email address will be considered. The deadline for submission of applications is October 6th, 2019 at 12:00hrs. However due to urgency to fill this position, applications will be reviewed on a rolling basis, and a decision will be taken before the indicated deadline once suitable candidates are available. Only short-listed candidates will be contacted.