

DEADLINE : 15 October 2026

TYPE OF CONTRACT/DURATION : EMPLOYMENT CONTRACT

NO OF REQUIRED EMPLOYEES : 1

SALARY: AS PREMIERE URGENCE INTERNATIONALE (PUI) SYRIA MISSION SALARY SCALE

BASED: Der Alzour

ABOUT PUI IN SYRIA

The current operational strategy for Premiere Urgence Internationale (PUI) in Syria is to alleviate the human suffering of the Syrian people in Syria by delivering sound, needs-based humanitarian assistance, while promoting a life-sustaining response. PUI's positioning on, shelter, education, livelihoods, and WaSH sectors remain a priority.

Based on ten years of experience conducting humanitarian operations in Syria, supporting Iraqi refugees and lately Syrians affected by the crisis, PUI has played an important role in responding to the needs of the population within nine governorates (Aleppo, Damascus, Rural Damascus, Homs, Hama, Tartous, Latakia & Deraa) and through the following interventions:

- Rehabilitation of collective and private shelters
- Rehabilitation of infrastructure
- Emergency and Early Recovery WASH interventions
- Education support for conflict-affected populations (remedial classes, school rehabilitation, free exam preparations, summer class activities, community based initiatives and psycho social support),
- Enhancement of the Population of Syria self-reliance through livelihoods (vocational training course, provision of a professional tool kit ((PTK))

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GENERAL OBJECTIVE

The MHPSS Officer is responsible for delivering quality, safe, and culturally appropriate MHPSS services to beneficiaries and communities, including psychosocial support, psychological first aid, awareness activities, screening, assessment, referrals, and follow-up, while ensuring confidentiality and beneficiary protection.

The Officer will also maintain accurate data collection, documentation, and reporting, coordinate closely with MHPSS and health teams, participate in supervision and capacity-building activities, and contribute to the overall quality and continuity of MHPSS services in line with PUI standards.

Duties and Responsibilities

- Discuss with the population relevant stressors and culturally appropriate coping skills
- Conduct community awareness sessions on psychological distress and available mechanisms of psychosocial support.
- Provide psychological first aid, group and individual psychosocial support to beneficiaries
- Refer patients to specialized services as per area service mapping if / when needed
- Promote individual and family functioning, self-sufficiency and resilience.
- Preserve beneficiaries' safety, confidentiality, and independence.

Data Collection and Reporting:

- Conduct screening and assessment of psychological distress, wellbeing and client satisfaction and functioning among beneficiaries.
- Utilize PUI data collection tools to collect, screen, and assess data accurately and submit reports in a timely manner.
- Collaborate closely with MHPSS Supervisor and M&E and database staff to ensure quality reporting.
- Perform data entry of collected information from the field/health facility level.
- Draft individualized progress reports to share relevant data with stakeholders.
- Complete necessary documents to ensure quality reporting.
- Provide monthly-based reporting and ensure confidentiality in data protection.

Working Environment and Coordination:

- Work closely with the community, health facility director and health staff to ensure internal and external referral.
- Follow the instructions of MHPSS Coordinator and MHPSS Supervisor for mhGAP and on-the-job training.

Professional Development and Self-Care:

- Engage in self-care practices through supervision, debriefings, on-the-job training, and shared sessions.
- Attend all MHPSS related trainings facilitated by PUI
- Participate in weekly MHPSS supervision/on-the-job training meetings.
- Follow up on MHPSS cases in community as needed and develop plans to follow beneficiaries' progress.

Additional Responsibilities:

- Assist with any other related activities as required by the expatriate MHPSS Coordinator or MHPSS Supervisor.
- Undertake any official tasks assigned by other relevant program departments to improve project activities.

REQUIRED SKILLS AND QUALIFICATIONS**Education**

Relevant Education in Psychology, Social Work, Mental Health or related field is an asset

Experience

- Minimum one year experience in humanitarian programming, preferably MHPSS
- Experience in providing individual and group psychosocial support services is an added value
- Experience in implementing community-based MHPSS activities and community awareness sessions is an added value

Competencies

- High level of integrity and confidentiality.
- Strong organizational and analytical skills.
- Attention to detail.
- Ability to work under pressure.
- Strong communication skills.

Languages

- Arabic: Fluent/proficient proficiency required.
- English: Basic working proficiency desirable

Dear Applicant,

To apply for this Vacancy,
Please copy below link and fill the PUI Syria application form.

<https://docs.google.com/forms/d/e/1FAIpQLSdUsSuwJgQWhIxT-gQez2iuOZ0LkxXU1dhuG8UGyDteX2ToaA/viewform?usp=publish-editor>

If the link above dose not work by clicking on it, please copy and paste it in the browser address bar.

APPLICATIONS WILL BE REVIEWED ON A ROLLING BASIS AND POSITION CAN BE CLOSED EARLIER THAN DEADLINE, FOR THIS REASON, INTERESTED CANDIDATES ARE ASKED TO SUBMIT THEIR APPLICATION AS SOON AS POSSIBLE.

PUI is an Equal Opportunity Employer that values diversity and fosters a culture of inclusiveness.
Applications are encouraged from women, candidates, and people with disabilities