



Vacancy Announcement

Job Description:

Company: International Medical Corps.

Job Title: Physical Rehabilitation Program Officer.

Contract type: Full Time.

Duty Station: NWS Syria.

Number of Vacancies: 1.

Application Closing Date: September 10, 2026, 4:00 PM.

➤ **JOB SUMMARY :**

The Physical Rehabilitation Program Officer will be responsible for technical oversight in respect to the quality of services provided by IMC's supported facility for the physical and functional rehabilitation centers. The Physical Rehabilitation Officer will provide technical assistance to IMC's partners, as well as coordinating activities at the facility with the aim of improving the quality of services. The Officer will ensure that procedures and protocols are duly and regularly followed at the facility.

To perform this job successfully, an individual must be able to perform each essential function with or without reasonable accommodation.

➤ **MAIN TASKS AND RESPONSIBILITIES:**

Technical Expertise

- Ensures that the activities implemented comply with international and updated national technical norms and standards for rehabilitation.
- Adapts the project documentation to international and/or updated national rehabilitation norms and standards, when necessary.
- Oversee the technical quality and relevance of project rehabilitation activities implemented.
- Make sure global and field technical specialists get the information they require.
- Coordinates and implements technical professional development plans. Provides formal training and coaching and facilitates the implementation of best practices.

Implementation and Monitoring

- Ensures project implementation, in collaboration with the relevant services and in line with general standards and procedures.

Ensures the planning of activities and establishes action plans.

- Ensures that activities are implemented in line with the project.
- Proposal within the allocated budget and time.
- Ensures that activities are implemented according to internal quality and technical standards and, if necessary, proposes adjustments or improvements to help meet objectives.
- Prepares and monitors partnership agreements with implementing partners and other potential partners.
- Coordinates and collaborates with relevant internal services, especially Health, MHPSS, Protection and nutrition in addition to the support of functional department logistics, finance and HR.

- Ensures that the appropriate data collection and management tools are in place on the project, in line with global standards.
- Ensures that data related to the project is collected and compiled in the project database.
- Carries out regular verifications and makes any necessary corrections in the activity database.
- Monitors the achievement of results and indicators, as per the logical framework.
- Oversees producing the appropriate reporting tools as well as reports: monthly situation report,
- Reports regularly to the line manager.

Representation and communication

- Manages relationships with technical authorities, local partners or other stakeholders.
 - Represents IMC in relevant external meetings and forums, participates in relevant networks.
 - Contributes to the drafting of new proposals for new opportunities.
- Perform other duties as assigned. The duties and responsibilities listed in this document are representative of the nature and level of work assigned and not necessarily comprehensive

➤ MINIMUM QUALIFICATIONS:

- ❖ Diploma degree in physiotherapy or occupational therapy required; bachelor's or master's degree in physiotherapy or occupational therapy preferred.
- ❖ At least 5 years of experience providing training and technical supervision in the field of physical and functional rehabilitation with NGOs, preferably in humanitarian emergency context in NWS. At least 3 years of clinical experience.
- ❖ Previous experience with IMC or similar organizations/setups is an asset; previous experience in project management is also preferred.
- ❖ Expertise in physical and functional rehabilitation.
- ❖ Strong team spirit and capacity building skills.
- ❖ Ability to work in a tense and volatile context with strict security measures.
- ❖ Intermediate English writing, reading and speaking.
- ❖ Language skills as needed to communicate with beneficiaries is a benefit.
- ❖ Resilient to stress.
- ❖ Adaptability.
- ❖ Sense of teamwork.
- ❖ Ability to work under high pressure with a great level of personal organization.
- ❖ Strong interpersonal and multicultural skills.
- ❖ High level of autonomy and initiative.

❖ Salary and Benefits:

- o As Per IMC Salary Scale.
- o Life Insurance.
- o Social Security.
- o Medical Insurance.

❖ Ethical Conduct at International Medical Corps:

As part of a global, humanitarian team dedicated to saving lives, easing suffering, and building self-reliance, International Medical Corps staff are responsible for adhering to our Code of Conduct and Ethics and for knowing and abiding by International Medical Corps policies and standards. All staff play a vital role in preventing violations of our Code of Conduct and Ethics, including conflicts of interest, fraud, corruption, and any kind of exploitation or abuse. International Medical Corps is also committed to providing a safe and healthy work environment free of harassment, bullying, and other misconduct, enabling staff to build and maintain professional, respectful working relationships.

International Medical Corps prioritize safeguarding the populations with whom we work from exploitation, neglect, or abuse of children and adults at risk, and/or any form of trafficking in persons. International Medical Corps is committed to engaging members of crisis-affected communities to participate in meaningful ways in a crisis response, including making informed decisions about the

assistance they receive, mitigating potential risks, and holding us accountable for the commitments we make. All staff are expected to support International Medical Corps' culture of accountability toward our stakeholders, particularly the crisis-affected communities and individuals we serve.

As part of International Medical Corps' commitment to a speak-up culture and as one of the primary ways we collectively hold ourselves accountable for complying with the ethical principles and standards of conduct outlined in the Code of Conduct and Ethics, all staff are required to report suspected or actual misconduct or violations of organizational policies. Our Code of Conduct and Ethics and Whistleblower Policy prohibit any form of retaliation against whistleblowers or individuals who report a concern in good faith. Staff who violate these protections may be subject to disciplinary action, up to and including termination of employment or contractual relationship with International Medical Corps.

❖ **About us:**

Humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs. International Medical Corps is proud to provide equal employment opportunities to all employees and qualified applicants without regard to race, color, religion, sex, sexual orientation, national or ethnic origin, age, disability or status.

International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction.

If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website for reporting misconduct : www.InternationalMedicalCorps.ethicspoint.com

Please do not submit your CV or application to this website; it will not be considered for review.

WOMEN ARE STRONGLY ENCOURAGED TO APPLY.

- **This position is urgently required, and recruitment will be conducted on a rolling basis. Interested candidates are encouraged to apply as soon as possible, as the vacancy may be filled before the closing date.**

To apply for this vacancy please click on the following link and fill in the required information:

[Physical Rehabilitation Program Officer Syria Idleb-PTR-10092026](#)

Alternatively, scan the following QR code by your mobile camera:

