



JOB PROFILE

A Mental Health and Psychosocial Support Officer (MHPSS)

International Operations Department – Middle-East / Syria, South-Damascus

Date updated: January 2026

MAIN RESPONSIBILITIES

Under the supervision and management of the Health Activity Manager, the Mental Health and Psychosocial Support Officer will be responsible for defining and implementing MHPSS activities in the South Damascus region, in the context of MdM's mission set-up. This includes supporting the initial needs assessments, proposing and developing intervention strategies, building team and partner capacities, and ensuring the quality and relevance of MHPSS services.

WORKING RELATIONSHIPS

- **Hierarchical link** : Health Activity Manager
- **Functional link**: MHPSS advisor in HQ
- **Team under his/her direct supervision**: N/A
- **Team under his/her functional supervision**: N/A

ROLES / TASKS

- Identifying the needs of the community, teams, and partners
- Raising awareness and building MHPSS capacities and knowledge among communities and teams (MdM and/or partners) and/or build on existing structures within communities and partners to strengthen the MHPSS approach
- Providing technical supervision, capacity building and support for teams (MdM and/or partners) and outreach volunteers
- Delivering training sessions
- Implementing corrective measures improving the quality of care
- Carrying out surveys and needs/impact assessments in collaboration with the MEAL officer
- Contributing towards identifying actors
- Leading networks of local actors
- Representing MdM in meetings related to MHPSS
- Contributing to the development and follow-up of patient referrals
- Contributing to the preparation of tools and procedures
- Participating in designing activities
- Collecting data and participating in data analysis
- Participating in MHPSS working groups and coordinating with other MHPSS partners

- Drafting activity reports
- Participating in advocacy work

This list of activities is not exhaustive and may change depending on the situation.

REQUIREMENTS

Training & Experience

- Level II health professional (psychologist), etc.)
- Two/Three years' experience required in a similar position
- Experience with International NGOs is an added value

Skills

- **Technical**
 - Knowledge and understanding of the public health system in Syria, of local MHPSS standards and issues and the MdM framework
 - Ability to collect, clean and critically analyze data and information and writing reports according to the needs
 - Adapt schedules according to priorities and unforeseen events
 - Design, formalise and adapt procedures / protocols / operating modes/ recommendations relating to the area of competence
 - Design, formalise and adapt training relating to the area of competence
 - Understand the adult learning techniques, identify obstacles and assess the impact of training adjusting them accordingly
 - Use distancing techniques
 - Conduct an individual interview
 - Assess the impact of actions and adjust them accordingly
- **Soft**
 - Diplomacy, negotiation, and networking skills
 - Ability to work under a minimum of supervision
 - Reactivity, anticipation, adaptability, capacity to take initiatives
 - Ability to classify and to manage priorities, plan and organise
 - Team spirit
 - Adheres to MdM values
 - Act with impartiality respecting all the beneficiaries and report any allegation of misconduct toward staff, patients or community
 - Comfortable in dealing with people from a different cultural background and with different sexual orientation
 - Excellent communication skills and ability to adapt the communication to different beneficiaries
 - Ability to cope with difficult security context.
- **IT**
 - Excellent Microsoft Office skills (Office 365 Tools)
 - Internet
- **Languages**
 - Fluency in Arabic is mandatory
 - Fluency in English is mandatory

CONDITIONS OF EMPLOYMENT

- Type of contract: service contract
- Duration: 6 months
- Starting date: March 15th 2026
- Rhythm: full-time
- Location: position based in Damascus, with regular travels on the field
- Related occupation: Category 5, ~1350 USD

Application:

Send a CV and Cover Letter by email to: recruitment.syria@medecinsdumonde.net.

Object of the Mail: SYR/HR/MHPSS OFF

Application & all required documents must be submitted in English.

Applications that do not respect these guidelines will not be considered.