



## JOB OFFER

Terre des hommes/ARSIS recruit a **Rehabilitation Officer (National Contract)** for Thessaloniki

<b>Category :</b> <input checked="" type="checkbox"/> <b>Collaboration</b> <input type="checkbox"/> <b>Consultant</b> <input type="checkbox"/> <b>Management</b>	
<b>Name of the position:</b> Rehabilitation Officer	<b>Starting date:</b> ASAP
<b>Reports to:</b> Distribution and Rehabilitation Project Manager	<b>Duration:</b> up to 30/09/2016 (renewable)
<b>Number of subordinate employees:</b> Directs : 0                      Indirect : 0	<b>Activity rate:</b> 100% (full time)

**Context:**

In 2015, 850 000 refugees arrived by sea to the Greek islands and up to 28<sup>th</sup> June 2016 an additional 158 000 refugees entered Greece. Following the closure of borders throughout the Balkans (8 March 2016) and the implementation of the EU-Turkey Agreement (20 March), refugees arriving in Greece could not continue on their journey towards Western Europe and more than 50 000 refugees are currently stranded in Greece.

Terre des hommes (Tdh) in partnership with the Greek NGO ARSIS (Association for the social support of youth) is providing aid to refugees in Greece in 4 emergency reception sites (3 in/around Thessaloniki and 1 near Katerini). The current intervention focuses on improving the well-being and strengthening the resilience of refugee children and their families in emergency reception sites.

The post holder will be working on the Distribution and Rehabilitation project, divided in 2 components:

- Distribution of NFI's to refugee families to allow them to meet their priority needs,
- Basic site improvements aiming to improve hygiene, privacy and/or security conditions in the sites, and installation of communal facilities that reduce reliance on hand-outs and create options for conducting self-organized activities.

**General description of the position:**

This position is under the administrative management of ARSIS but the chosen candidate will be working under Terre des hommes' operational management in Greece.

The main purpose of the position is to supervise basic community-identified site ameliorations in emergency reception sites aiming at improving refugees' living conditions.



**Key responsibilities :**

• **Rehabilitation**

- Develop appropriate and effective approaches and methodologies in link with the rehabilitation activities.
- Implement and monitor all the rehabilitation activities for beneficiaries in areas of operation.
- Adopt a participatory methodology during the project cycle.
- Participate in beneficiary registration and verification processes (in collaboration with the community mobilization team).
- Communicate to the community and other stakeholders the objectives of the rehabilitation project (in collaboration with community mobilization team).
- Identify contractors/suppliers to participate in the rehabilitation activities.
- Ensure all logistics procedures linked to the project respect Tdh requirements.
- Check and follow-up the schedule of works/phasing prepared by the contractor(s) and other consultants working under her/his supervision.
- Ensure safety measures are adopted during project implementation.
- Participate in training the community mobilization team involved in rehabilitation activities.
- Develop and maintain effective relations with internal and external project stakeholders, the local camp authorities and NGOs for the advancement of the project.
- Prepare periodic reports on the progress of rehabilitation activities.
- Organize evaluation process of the project activities for lessons learned exercise and reporting purposes.
- Ensure the project activities are integrated in humanitarian coordination practices and guidelines.
- Ensure regular communication with the Distribution and Rehabilitation Project Manager about updates, achievements and challenges through meetings, reports and ad hoc communication upon request and needs.
- Support the Distribution and Rehabilitation Project Manager with updating the work plan and following up the activities' budget.
- Undertake all other duties that may be determined by her/his line manager and that are compatible with the job.

• **Coordination and representation**

- Work in close collaboration with ARSIS management team and other ARSIS' projects and departments.
- Coordinates with other Tdh sectors to ensure implementation of standardized activities and with other departments (programme and support) of Tdh in Greece as necessary.
- Represent Tdh/ARSIS project in fora and meetings held at location or regional level in her/his field of expertise.
- Develop a network to facilitate the project acceptance and stakeholder's contribution and ownership.

• **Child Protection**

- Promote, and ensure project activities are on line with, child protection principles.
- Identify and propose trainings for her/his team related to child protection principles and best practices.
- Report serious cases of abuse on children identified by the project team to the management team. Strict confidentiality must be respected.



- **Other**
  - Agree to comply with Tdh Code of Conduct and ensures Child Safeguarding standards are upheld.
  - Adhere to and ensure the team under her/his responsibility follows Tdh administrative and logistical regulations and procedures.

**Job requirements:**

- **Knowledge and skills :**
  - University degree in the relevant field (civil engineering).
  - Proven experience in the relevant field (camp rehabilitation programme).
  - Technical, organizational and methodological competences.
  - Detailed and results oriented.
  - Flexibility and dynamism.
  - Ability to work effectively with others.
  - Ability to handle pressure well and to work in a multi-cultural environment.
  - Excellent communication and interpersonal skills.
  - Good knowledge of Microsoft Office (Excel) and 3D modeling software (Google Sketchup).
  - Good knowledge of Thessaloniki construction companies and market availability is an asset.
- **Languages:**
  - Fluent in English and Greek.
  - Knowledge of Arabic, Farsi or Kurdish is an asset.
- **Other:**
  - Applicants must have a valid driving licence (B).

**If you are interested by this position, please send a CV and cover letter in English to:**

[tdh.greece.recruitment@gmail.com](mailto:tdh.greece.recruitment@gmail.com)

For the application to be considered, the email and cover letter subject should mention:

**Application for REHAB\_OFF N01**

**Deadline for applications: 1 September 2016**

*Due to the urgency of the position Tdh reserves the right to recruit a candidate who matches the required profile before the above deadline*