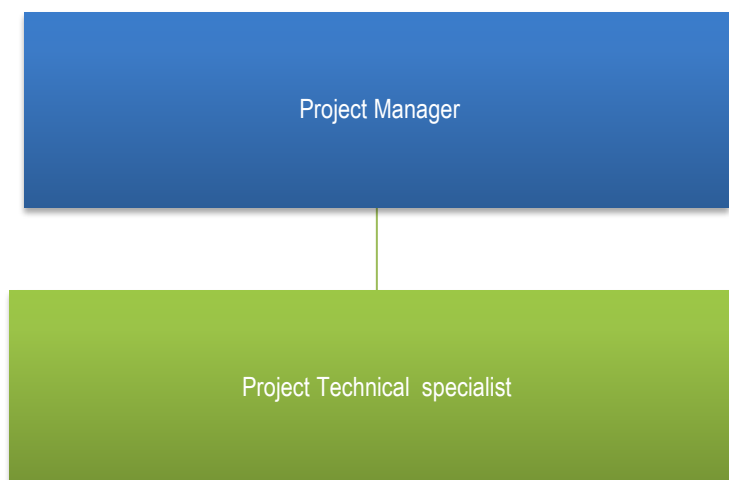


Position Name (Title) :	Project Advisor	Position Level:	TBD
Reporting to (Title) :	Project Manager	No. of Direct Reporters:	N/A
Version:		Sector /Department/Section:	Women's Rights Program

Position Reporting Lines



Main Job Purpose

CARE Egypt has been selected by UNHCR to develop a project addressing Gender-based violence among refugees in terms of prevention and response.

The Project Advisor is expected to oversee the technical aspects of the project implementation in regards to the humanitarian context in Egypt. She/He is expected to conduct awareness sessions and trainings around GBV and empower and give the needed support to the refugee survivors based on the four pillars of protection: legal- health- psychosocial and safety.

The Project Advisor should have the skills and knowledge to work with refugee or similar groups including adults and children in addition to being familiar to working on GBV.

The Project Advisor must be sensitive towards cultural boundaries in general and understanding to GBV refugee community's circumstances in specific. She/He will be in direct contact with the case management unit and field staff.

He/she will be expected to submit brief reports about survivors when needed.

Objectives

- Improve staff capacity and partners technically through trainings and workshops
- Improve the quality of project's interventions through providing technical information.
- Share and promote learning between different projects in the same technical sector or interventions.
- Conduct counselling sessions for refugees who have been subject to GBV.
- Provides ideas for group activities when needed.
- Suggest ideas for further interventions needed to improve the well-being of a refugee.
- Implement awareness raising sessions and trainings around GBV

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Accountabilities

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- Provide ongoing technical support and guidance to project staff and partners.
- Suggest project’s activities to strengthen project technical aspects.
- Review CARE’s technical training manuals based on project needs.
- Contribute to develop projects technical tools, review M&E tools and templates from technical side.
- Participate in implementing advocacy plan for project and identify advocacy messages.
- Participate in reviewing data gathering tools, data collection and situation analysis.
- Conduct technical trainings to the PoCs, partners and project staff.
- Implement the technical capacity building plan for CBO partners and staff.
- Develop the technical related parts in the project’s reports.
- Responsible for achieving project’s technical results/targets.
- Supervise the contracted PSS consultancy to ensure the quality of service provision.
- Conduct random checks on the contracted PSS consultancy as part of the monitoring plan.
- Conduct one-on-one sessions with refugee adults and/or children when needed
- Share feedback about cases with case managers (with respect to survivor’s confidentiality) to assist case managers to reconsider their action plans if needed.
- Maintain clear, comprehensive, and accurate records of all survivors. Provide brief reports about the cases served, and that highlight challenges, achievements, and lessons learned to further feed into the case management process.
- Create an evaluation system to measure the cases’ improvement.
- Assist case managers to create group activities when needed to maintain the sustainability of individual psychosocial well-being.
- To develop and implement awareness raising sessions and psychosocial activities for refugees around GBV.
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Position Relationship with Other Parties

<u>Internal Relationship</u>	<u>External Relationship</u>
<ul style="list-style-type: none">• Project Teams• Other program staff• Support unit (Finance & Procurement, HR, IT and Admin)• Case Management Team• Field Supervisors Team• Project management	<ul style="list-style-type: none">• Governmental officials• Suppliers• NGOs• Peer organizations• Donor

Working Environment

The position follows the normal working environment of the organization.

Indoor: 40%

Outdoor: 60%

Working Hazard: Normal

Working Days: 5 days

Days Off: 2 days

Working Hours per day : 8 Hours

Location: CARE's case management office with field visits within greater Cairo and Alexandria.

Position Dimensions

POSITION DIMENSION	
Level of Authority	Execute Assigned Duties
Budget Control	No Budget Control
Budget Amount	No Budget Control
Hiring Authority & Promotion	Does not Coach New Employees
	Does Not Supervise Employees
	Does not Participate in the Promotion Cycle
	Does not Approve Hiring New Employees
Consequence of Error	Impact Own Tasks
CARE skills	Level 5

Job Requirements

Education:	<ul style="list-style-type: none">• Bachelor's degree in psychology .• Master's degree in social sciences is an asset.
Experience:	<ul style="list-style-type: none">• Previous experience in the humanitarian field and at least 5 years of experience in similar technical role.• 2 years of relevant work experience in individual and/or group based psychosocial services to vulnerable groups and/or refugees and asylum seekers, is an asset.
Computer Skills	MS Office
Languages:	<ul style="list-style-type: none">• English• Arabic

Reports

Signatures

		Date
Employee		
Manager		
Human Resources		
