



POSITION VACANT

The **Independent Medico-Legal Unit (IMLU)** is a governance, health and human rights non-profit making organization, whose vision is *A Just World Free from Torture*. Our work is underpinned by a holistic approach involving litigation, medical and psychosocial rehabilitation of survivors of torture, monitoring government adherence to its human rights obligations and advocacy for policy, legal and institutional reforms. Over the last two decades we have assisted over 4,000 victims of torture, cruel, degrading and inhuman treatment through the support of our national networks of professionals: doctors, trauma counselors, lawyers, human rights monitors and journalists.

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| Job Title | Program Officer-Psychological Rehabilitation |
| Location | Nairobi with frequent travel |
| Position reports to | Program Manager |
| Duration | 1 year renewable on performance |
| Required | Immediate |

OVERALL PURPOSE OF THE JOB:

Overall in-charge of the Psychological Rehabilitation Program: Design, Resource Mobilization, Implementation, Monitoring and Evaluation.

KEY DUTIES AND RESPONSIBILITIES

Programme Leadership

- Lead in designing, implementation and monitoring and evaluation of rehabilitation and documentation programs;
- Development of Counseling work plans and budgets and funding proposals
- Coordination of counselors providing rehabilitation services
- Development of psychological rehabilitation documentation tools
- Reporting on the counseling programme in accordance to IMLU and donor requirements
- Manage the programme budgets; monitor expenditure, identify budgets gaps and proper accounts to donor funds.
- Design and implementation of counselling services that follow best practice guidelines in the trauma and torture field

Rehabilitation and Documentation

- Conducting preliminary psychological assessments of torture survivors
- Making appointments with network counselors and authorizing psychological rehabilitation of torture survivors;
- Individual and group clinical supervision of network counsellors;
- Quality control (receiving and analyzing) of reports presented by counselors;
- Quality control of counselling services that are being provided to IMLU clients; Ensuring effective liaison with the Programme Officer Medical Rehabilitation to make linkages with doctors for medical rehabilitation;
- Maintaining an updated and functional data base of all cases undergoing psychological rehabilitation;

- Designing and delivering training to the counselling network and other training as requested

Networking and Partnerships

- Representing the organization in key strategic forums regarding rehabilitation;
- Working with key national, educational and governmental organizations to have IMLU's training and clinical supervision accredited
- Strengthening and expanding a highly competent and functional national network of trauma counsellors;
- Develop and sustain constructive partnerships with media, relevant state agencies, civil society, development partners and coordination with national and regional stakeholders to promote IMLU's mandate

REQUIRED QUALIFICATIONS

- First degree in counselling, or psychology with specialisation in counseling, with at least three (3) years' relevant counselling and program experience;
- A member of a recognized counselling or psychological association in Kenya ;
- Experience in an NGO setting will be an added advantage

OTHER ATTRIBUTES:

- Clinical skills in supporting survivors of trauma ;
- Clinical supervision skills;
- Experience in performance management and program administration
- Ability to organize work and prioritize tasks;
- Excellent communication and interpersonal skills;
- Ability to respect confidentiality
- Training and group facilitation skills

APPLICATION PROCEDURE:

If you believe you have the talent we are looking for, have passion and commitment to human rights and your experience and qualification matches the above, you are invited to send your application letter, CV, **current salary, expected salary, three professional referees** and their **day time telephone contacts** to jobs@imlu.org with the subject matter **Program Officer-Rehab** by **4pm, Wednesday, 4th March, 2015**.