



**HEALTHNET TPO**

## **MHPSS Policy Officer**

**JOB TITLE:** MHPSS Policy Officer

**LOCATION:** Amsterdam

**START DATE:** 01-03-2024

**DURATION:** One year contract

### **Background**

HealthNet TPO (HNTPO) is an international non-profit organisation operating in Afghanistan, Burundi, Colombia, and South Sudan to support the health and mental health of people living in fragile and conflict settings. Our community interventions engage local people with local knowledge. We are convinced that even the most vulnerable people have the inner strength to (re)build a better future for themselves. Our mission is to strengthen communities to help them regain control and maintain their own health and wellbeing, with our main area of expertise being mental health and psychosocial support (MHPSS).

### **Your role**

We are looking for an energetic and results-oriented MHPSS professional to join our team in the role of MHPSS Policy Officer. Working in close collaboration with country directors in Afghanistan, Burundi, Colombia, and South Sudan (with up to 30% traveling ratio), you will take the lead in acquiring and developing MHPSS programmes.

Beyond programme development, your role will involve advocating for the integration of MHPSS into existing programmes, aligning with the triple nexus focus. As part of our commitment to the 2024-2028 organisational strategy, you will actively contribute to the integration and mainstreaming of (community-based) MHPSS across all our initiatives, solidifying our position as a leading organisation in this critical area.

If you are a motivated MHPSS professional eager to contribute to our mission and make a real impact, we encourage you to seize this exciting opportunity and join our team!

### **Responsibilities**

#### *Proposal and programme development*

- Lead and oversee proposal development alongside country directors, from development to submission:
  - Ensure alignment with donors' strategic priorities and compliance guidelines.
  - Develop efficient time plans for proposal preparation, leading a collaborative team.
  - Actively contribute to the writing process, focusing on theory of change and logical frameworks.
  - Ensure timely submission of comprehensive proposals and annexes.
  - Manage bid processes and respond to related inquiries.
  - Facilitate collaboration with consortium partners for streamlined proposal development.
  - Support and contribute to needs assessments or surveys on MHPSS.

#### *Lead and support the MHPSS technical capacity*

- In coordination with PMEAL evaluate MHPSS interventions.
- Develop new innovative MHPSS approaches.
- Evaluate and train technical staff capacities.



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- Coordinate and support with the MHPSS Advocacy Officer in relation technical support and input.

### *Support country offices on MHPSS programmes*

- Maintain relationships with donors and partners at a country and regional level in close collaboration with the country office staff.
- Collaborate and support the country office staff on developing MHPSS training and staff capacity building.
- Collaborate with country directors and staff to lead or participate in knowledge exchange events.

### *Donor and partner engagement*

- Identify new and potential funding sources and streams at an international level while ensuring appropriate interactions and communications with field offices, donor representatives/offices in country, and partner organisations.
- Maintain relationships with donors and partner organisations and MHPSS-related fora like IASC.

### **Skills, knowledge and expertise**

- University degree in area related to Psychology.
- At least five years' experience preferably with international projects and policy development at field and head office level.
- Knowledge of institutional fundraising including large institutional donors (e.g. World Bank USAID, EU, DFID, etc.).
- Experience in developing Logical Framework, PCM, M&E framework and Theory of Change.
- Proven experience in developing and conducting training on MPHSS topics.
- Sound knowledge and working experiences in conflict and post conflict setting will be required.
- Excellent English and Spanish writing skills, including proposal writing (French will be considered a plus).
- Experience in development and conducting trainings.

### **Competencies**

- Analytical capacity with the ability to understand the essence of (complex) issues through logical reasoning, the ability to separate primary and secondary issues and the identification of linkages.
- Networking skills to organize knowledge networks and exchange.
- Excellent communication skills: you are clear, convincing, diplomatic and have the ability to motivate others. You are sensitive to differences in culture and educational backgrounds.
- Entrepreneurial skills: you are adaptable, creative, flexible and know how to exploit your knowledge and the knowledge of your colleagues to create new opportunities.

### **Additional job specifications**

- Initial duration is 12 months.
- The position is based in Amsterdam. You must have a valid permit to live and work in the Netherlands.
- This is a full time position. Up to 30% may be required for travel to respective country offices, with a focus on Burundi, South Sudan and Colombia.
- Competitive remuneration and travel expenses.



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- Working as part of a small, motivated team based at the head office in Amsterdam with flexibility for remote working.
- Reports to the Director of Operations.

**How to apply**

Please send your application including a cover letter and CV to **recruitment@hntpo.org** by **February 11<sup>th</sup>, 2024**. When applying, include the following title in the email subject line: MHPSS Policy Officer

Please note that your application should not exceed five pages.

For more information, please visit our website [www.healthnettpo.org](http://www.healthnettpo.org)