

## JOB ANNOUNCEMENT

The Transcultural Psychosocial Organization (TPO) Cambodia is a NGO providing comprehensive services in mental health since 1995. With funding supporting from the DKFS through the Louvain Cooperation (LC). TPO is implementing Non Communicable Disease (NCD) Care Support Project.

We are currently looking for qualified candidates to fill the following vacancy.

**Social Worker** (1 position based in Chamkarleu district, Kampong Cham province)

### Key Responsibilities:

- Develop good relationships with people in authority position, medical staff and local people and organization in order to work smoothly.
- Linking between the different levels of care (from hospital to community and vice versa)
- Regular support and counseling to persons with mental health problems and their family in need of help.
- Cooperation/collaboration with resource persons in the community, as well as with the medical staff.
- Regular home visits and follow-up of persons and/or families in need of support, undertake psycho education and rehabilitation.
- Facilitating case referral to appropriate persons or organizations.
- Implement recommendations of project coordinator
- Coaching nurse on counseling, psycho education and home visit.
- Develop and improve existing procedure systems for referral.
- Assist in and facilitate project activities: internal weekly meeting and technical meeting.
- Collect monthly report of performance of Health Center and referral hospital, clinical activities done by social workers and make report to project coordinator.
- Check weekly expense and send the report to Financial unit.
- Attend supervision conducted by project coordinator and technical advisor.

### Requirements:

- Understanding of the issues in social work and Experience in social work.
- Being able to provide basic counseling.
- Good team spirit.
- Taking initiatives and being creative.
- Good communication skills in linking with people.
- Basic knowledge of mental health is an advantage.
- Ability to read and write English
- Computer skills (eg. MS Word, Excel)

*The position requires good computer skills in Word, Excel and Power-Point, good communication skills and team work approach, a strong commitment to client's needs and to personal development!*

*TPO will require all employees to comply all organizational policies including child protection policy.*

TPO staff receives competitive salaries and fringe benefits. If your qualifications, experience and skills fit the above requirements and you would like to apply for the position, please: Download the APPLICATION FORM from TPO's webpage: [www.tpocambodia.org](http://www.tpocambodia.org).

Submit the Application Form, Cover Letter and detailed CV by 5.00 pm on **6<sup>th</sup> of September 2019** to: [admin@tpocambodia.org](mailto:admin@tpocambodia.org). *Short-listed candidates will be contacted for an interview. For more information, contact us: +855 (0)95 666 826 or Email: [admin@tpocambodia.org](mailto:admin@tpocambodia.org)*