

CONTACT PERSON	EMAIL	PHONE	DATE
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## Job offer: Clinical Director (fixed term full-time contract)

*To support and strengthen Centre for Children in Vulnerable Situations (CCVS)-Uganda's clinical mental health services, we are recruiting an experienced Clinical Director. The Clinical Director will be supervising the clinical work and documentation performed by our Mental Health Counsellors towards enhancing mental health among war-affected individuals, families and communities, supported by the Trust Fund for Victims (ICC).*

### Background to CCVS-Uganda

CCVS-International, a Belgian interuniversity cooperation, was erected in 2008 to conduct research on support for and wellbeing of formerly abducted children and war-affected children and their communities in Lira District. Three Belgian universities gave form to and took up the direction of this centre: Ghent University, Vrije Universiteit Brussel and the University of Leuven. CCVS-International's activities are structured around three central axes which are closely related to one another: (1) research studying the psychosocial wellbeing of persons living in vulnerable situations in the South; (2) support for persons in vulnerable situations in the South. Two psychosocial support centres have been established, one in Eastern DR Congo (Bunia) (CCVS-DR Congo) and one in Northern Uganda (Lira) (CCVS-Uganda); and (3) dissemination of good practices and scientific knowledge.

Since 2011, the International NGO Centre for Children in Vulnerable Situations (CCVS)-Uganda has been promoting the mental health and well-being of children, youth, adults, their families and communities living in post-conflict Northern Uganda and, more specifically, in Lira District. Currently, we are working in several communities, schools, health centres, Lira Main Prisons and the Lira Regional Referral Hospital Mental Health Unit. Divergent working methods are used such as mental health sensitization, individual/couple/ family/group psychotherapy, community dialogues, community therapy and play therapy. Also, CCVS-Uganda is involved in research and training of various stakeholders engaged in formal and informal psychosocial service delivery (e.g., social workers, teachers, community leaders and mobilizers) and cooperates in the radio programme "Healing Our Wounds" (Radio Wa). We aim to provide our services to all persons in need of mental health support irrespective of their ethnicity, religion or other orientations and beliefs.

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

## Job description, tasks and responsibilities

TYPE OF CONTRACT	<ul style="list-style-type: none"> <li>• Full-time employee contract</li> <li>• Fixed term: from March 1st 2019 up to February 29th 2020</li> </ul>
REPORTS TO/ SUPERVISED BY	<ul style="list-style-type: none"> <li>• Executive Director</li> <li>• Project Officer</li> </ul>
WORK DIVISION	<ul style="list-style-type: none"> <li>• 4/10 Clinical supervision and training of Mental Health Counsellors</li> <li>• 3/10 Providing mental health services</li> <li>• 2/10 Clinical reporting and documentation</li> <li>• 1/10 Team meetings</li> </ul>
TASKS & RESPONSABILITIES	<ul style="list-style-type: none"> <li>• <i>Clinical supervision and training of Mental Health Counsellors</i> <ul style="list-style-type: none"> <li>○ Being the focal person for clinical work in the Organisation</li> <li>○ Supervision and supporting the clinical work of Mental Health Counsellors in the field and at the office to enhance the quality of mental health services provided</li> <li>○ Organizing peer support and clinical case supervision sessions</li> </ul> </li> <li>• <i>Providing mental health services</i> <ul style="list-style-type: none"> <li>○ Identification, assessment and mobilization of children and adults in vulnerable, post-war situations with mental health challenges</li> <li>○ Providing individual, couple, family and group counselling to children, youth and adults</li> <li>○ Providing sensitization activities on identified challenges by the clients, partnering communities, Organisations and institutions</li> <li>○ Follow-up and monitoring of clients and making referrals where possible or necessary, and following up on these referrals</li> <li>○ Assuring a basic and ethical attitude and approach that is in line with a collaborative and systemic approach regarding all professional activities in and out of the office</li> <li>○ Retaining strict confidentiality regarding all information of the Organisation and its clients outside a professional context and/or the centre</li> <li>○ Helping to develop best practices regarding psychological counselling for war-affected children, youth and their natural support network</li> <li>○ Participating and assisting in research undertaken by CCVS-Uganda or its partners in consent with the management (e.g. administering questionnaires, performing interviews, collecting success stories)</li> </ul> </li> <li>• <i>Clinical reporting and documentation</i> <ul style="list-style-type: none"> <li>○ Keeping records and information on clients and activities of CCVS-Uganda, and drafting weekly reports</li> <li>○ Safe custody and management of office files</li> </ul> </li> </ul>



- Keeping up to date with new techniques and skills regarding mental health services
- Preparing, attending and participating in peer supervision, clinical case supervision and supervision sessions organized by the Clinical Supervisor
- Collecting weekly clinical reports from the Project Officer and Mental Health Counsellors
- Drafting weekly, monthly and quarterly summary reports reports
- Following up on clinical issues arising in these reports and reporting administrative issues to the Project Officer
- *Team meetings*
  - Preparing topics to be discussed during team meetings
  - Attending and participating in the weekly team meeting on Monday morning or spontaneous team meetings throughout the week
- *Other responsibilities*
  - Withdrawing funds from the CCVS-Uganda Stanbic Bank account in cooperation with the Project Officer
  - Drafting quarterly and annual project reports, in collaboration with the Project Officer
  - Being at any time (in and out of the office, and on and off duty) a good representative of CCVS-Uganda and the values it stands for to ensure the good image and reputation of CCVS-Uganda
  - Providing support in the completion of various tasks necessary to enhance the work of CCVS-Uganda (e.g. radio programme, trainings, workshops)
  - Open, fair and respectful communication to all staff members.
  - Being transparent, responsible and open in the financial duties assigned to you by the Project Officer
  - Participating and assisting in the reception and guidance of volunteers, interns and visitors in consent with the management.
  - Assisting in general cleanliness and orderliness of the office
  - Taking good care of the property of the Organisation
  - Respecting work time schedules
  - Any other duties assigned by a competent officer(s)

### Qualifications

- Master's Degree in Clinical Psychology or Counselling Psychology
- Demonstrated experience in providing mental health services to persons experiencing various mental health problems
- Demonstrated experience in supervising and coaching team members
- Experience with war-affected children, youth and adults is a plus
- Strong (clinical) report writing skills
- Good written English
- Fluent in Luo
- Being collaborative, ethical, transparent, responsible, flexible and open

### What we offer

- Full-time employee contract from March 1st 2019 up to February 29th 2020, with possible extension based on available funding and positive staff appraisal
- 10% employer NSSF contribution
- AAR Health Insurance cover
- Sanlam personal and group accident cover
- Breakfast and lunch during working days or lunch allowance in case of field activities
- Training opportunities on various psychological intervention techniques
- Monthly supervision by an experienced Clinical Psychologist
- Counselling support for staff, if need be
- Dynamic team environment

### How to apply

All persons are encouraged to apply for this job offer irrespective of sex, ethnic group, religion, political orientation or other orientations and beliefs.

Send your CV, copy of educational diploma's and relevant certificates, and motivation letter to Leen De Nutte ([leen.denutte@ugent.be](mailto:leen.denutte@ugent.be)) **before the 17th of February, 2019.**