# Pakistan Jobs Expertini®

## **Mental Health Case Mgr**

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Company: International Medical Corps

Location: Pakistan

Category: other-general

Job Title Mental Health Case Mgr Location Pakistan - PK (Primary)

Office Haripur Category Mental Health and Psychosocial Support (MHPSS) Date Needed By 4/22/2024 Program Description (Background) Job Description

### **JOB SUMMARY**

The Mental Health Case Manager (MHCM) at International Medical Corps work as part of a multidisciplinary team and within a case management model using a biopsychosocial, multidisciplinary and a community-based approach. They are frontline workers providing mental health case management and other relevant services for people with MHPSS needs. To perform this job successfully, an individual must be able to perform each essential function with or without reasonable accommodation.

#### MAIN TASKS AND RESPONSIBILITIES

- Promote and introduce the International Medical Corps mental health and psychosocial support (MHPSS) services within community settings and PHCs.
- MHCMs will act as the primary focal point for MHPSS beneficiaries, conducting the full case management process (assessment, care planning, referral, follow up and discharge)
- Conduct an overall assessment for all their beneficiaries by completing the biopsychosocial assessment and the other assessments as required.
- Build and maintain a solid professional relationship with the clients, their environment and support network including family, caregivers, neighbors, and others with the client's consent.
- Provide psychological and social support to MHPSS beneficiaries at the primary health

care centers and community settings.

- Comprehend, fully understand and commit to IMC mental health case management model.
- Work closely with the members of MH case management team (psychotherapist, psychiatrist, mhGAP-trained healthcare workers) to develop and follow up on the care plans.
- Facilitate referrals and ensure adequate follow-up of all cases referred.
- Conduct outreach activities and home visits when needed.
- Prepare and conduct mental health awareness sessions using the relevant guidance, tools and IEC materials.
- · Conduct community-based Psychosocial activities.
- Prepare and conduct psychoeducation.
- Maintain accurate and up to date documentation including activity records, client files.
- Attend any training relevant to assigned tasks internal or conducted by any other stakeholder after close coordination and approval of the direct supervisor
- Prepare, participate in and document Case Management technical meetings and case conferences.
- Work in close coordination with the MHPSS senior management and focal points on issues related to the field in terms of identification of challenges encountered, gaps, provide all necessary information to ensure better implementation of activities;
- Attend regular meetings with MHPSS focal points. Reporting
- Responsible for filling all relevant tools and documentation and should maintain regular updates in close coordination with the case management team;
- Submit monthly reports, in addition to the data collection sheet that should be filled on a weekly basis to the MHPSS manager
- Report any concerning issues firsthand to the direct supervisor;
- Provide reports on awareness raising and other PSS services

Perform other duties as assigned. The duties and responsibilities listed in this document are representative of the nature and level of work assigned and not necessarily all inclusive. Job Requirements

#### MINIMUM QUALIFICATIONS

- A Diploma or Bachelor's in Counselling, Psychology, or Social Work. An equivalent combination of relevant education and experience may be substituted as appropriate.
- Additional qualifications such as a Bachelor's or Master's degree in social work, counselling,
  psychotherapy, psychological intervention, or other MHPSS related qualifications is

desirable.

- Typically, 1 3 years of relevant and progressive experience in MHPSS service provision, health facility and/or community based MHPSS preferably in humanitarian/low resource settings.
- Previous NGO experience desired.
- Awareness of the IASC Guidelines on Mental Health and Psychosocial Support in Emergency Settings
- Able to exercise sound judgment and proactive problem-solver
- Good interpersonal skills, written, and oral communications skills.
- Ability to work within a team structure or in isolation, flexible, and can cope with stressful workloads and work with limited resources.
- Honest, hardworking and a self-motivated person. Able to exercise sound judgment.
- Commitment to Humanitarian Principles and adherence to ethical considerations regarding working with vulnerable populations.
- Demonstrated ability to work in a multicultural environment, prioritize tasks, meet deadlines, and ensure high quality work.
- Basic skills in Microsoft Office. Advanced MS Office skills are a plus.
- Fluency in a relevant local language as well as basic command of verbal and written English.

Additional Technical or Language Requirements Pashto

#### **Code of Conduct**

As applicable to this position, an individual must promote and encourage a culture of compliance and ethics throughout the organization and maintain a clear understanding of International Medical Corps' and donor compliance and ethics standards and adheres to those standards. Staff are also responsible for preventing violations to our Code of Conduct and Ethics, which may involve Conflicts of Interest, Fraud, Corruption or Harassment. If you see, hear or are made aware of any violations to the Code of Conduct and Ethics or Safeguarding Policy, you have an obligation to report. If this is a supervisory position, one must set an example of ethical behavior through one's own conduct and oversight of the work of others; ensure that those who report to you have sufficient knowledge and resources to follow the standards outlined in the Code of Conduct & Ethics; monitor compliance of the people you supervise; enforce the Code of Conduct & Ethics and International Medical Corps' policies, including the Safeguarding Policy and the Protection from

Harassment, Bullying and Sexual Misconduct in the Workplace Policy, consistently and fairly; support employees who in good faith raise questions or concerns.

## Safeguarding

It is all staff shared responsibility and obligation to safeguard and protect populations with whom we work, including adults who may be particularly vulnerable and children. This includes safeguarding from the following conduct by our staff or partners: sexual exploitation and abuse; exploitation, neglect, or abuse of children, adults at risk, or LGBTI individuals; and any form of trafficking in persons.

## **Equal Opportunities**

International Medical Corps is proud to provide equal employment opportunities to all employees and qualified applicants without regard to race, color, religion, sex, sexual orientation, national or ethnic origin, age, disability or status as a veteran. Share this job as a link in your status update to LinkedIn.

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