

# **Psychosocial Officer**

## Horizon Center Team

**Reports to:** *Horizon Team Leader*

**Project:** *Horizon Center*

**Employment type:** *Full Time (40 hours per week)*

**Contract length:** *3 months (with the potential of renewal)*

**Work location:** *Athens, Greece*

### **About Faros:**

Faros was established in 2014 with the purpose of providing humanitarian care and support to unaccompanied children and refugee youth in Greece. Our services include child-protection, accommodation, education and integration services. Our team of 50 staff throughout our Drop-in Center, Shelter and Horizon Center work with our values of compassion, competency, trust, honesty, and person-centered care towards the vision of seeing every unaccompanied child and refugee youth live with dignity and hope and be equipped to make a positive change in society.

### **About Horizon Center:**

The Horizon Center provides an innovative education, employability & integration program for unaccompanied minors and refugee youth based in Athens, Greece (in partnership with the Massachusetts Institute of Technology D-Lab).

The purpose of the program is for the youth to become self-confident, resilient individuals, able to recognise their potential, possess great self-awareness, and have a desire to continually improve to achieve their goals and realise their place in the world.

## **Duties and Key Responsibilities:**

### **Tasks relating to Faros Holistic Approach:**

- To plan and conduct individual assessments and Holistic Action Plan meetings with beneficiaries.
- To provide targeted psychosocial coaching on the educational, occupational, integrational goals.
- To lead the Interdisciplinary team meetings and ensure the development of holistic action plans for each beneficiary.
- To develop and facilitate culturally and age appropriate life skill classes and workshops.
- To implement and ensure consistency with Faros holistic approach (*Holistic Wheel & Faros Ways: Pedagogical, Psychosocial, Educational & Integrational*) at the Horizon Center.
- To monitor and report on beneficiaries' general well-being and progress on achieving their goals.

### **Tasks relating to Job Placement Service & Documentational Support:**

- To provide tailored support for beneficiaries, in order to gain all the necessary documentation required for employment (ΑΦΜ, ΠΑΑΥΠΑ/ΑΜΚΑ, ΑΜΑ, Criminal records, etc.).
- To escort beneficiaries to public services (such as KEP, Tax office, ΕΦΚΑ, etc.).
- To collaborate with the Horizon team to prepare beneficiaries for the 'Job Placement' service.
- To support beneficiaries through the hiring and legal processes, prior to their job placement.
- To lead ongoing occupational group support meetings with beneficiaries.
- To organise administrative records and maintain case files.

### **Other General Tasks:**

- To connect beneficiaries with relevant services and provide referrals, when necessary.
- To support networking and building effective and efficient relationships with local NGOs.
- To support the Horizon Center Team Leader when responding to emergencies.

### **Education / Experience needed:**

- Bachelor's Degree in Social Work or Psychology with a minimum of 2 years of post-licensure experience.
- Strong understanding of protection issues; including child protection
- Experience facilitating individual and group psychosocial meetings.
- Experience working with refugees or vulnerable populations is essential.
- Experience working in cross-cultural teams is preferred.

### **Skills & Personal Qualities required:**

The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Desire to see young people develop and reach their potential.
- A passion for working with refugee youth.
- Ability to apply theory to practice.
- Ability to discuss sensitive issues with respect and empathy including ability to provide basic Psychological First Aid services.
- Strong organisational skills.
- Excellent interpersonal, oral, and written communication skills.
- Highly self-motivated, self-reflective, and self-critical.
- Willingness to learn and develop further skills.
- Ability to work independently and as a team member in a fast-paced, cross-cultural environment.

- Proficiency working with word processing, spreadsheets and presentation software.

### **Language skills required:**

Fluency in Greek and English language is essential.

### **Working Hours:**

Monday to Friday, 10 am – 6 pm

### **Application:**

**Application Deadline:** August 21, 2022

If you are interested in applying for this role, please email your resume along with a motivation letter to [jobs@faros.org](mailto:jobs@faros.org). In the subject header, please write **'Psychosocial Officer'**.

### **Please note:**

- Due to the immediate need to fill this position, the selection process may start before the application deadline for the submission of resumes.
- Only shortlisted candidates will be contacted.