

Vacancy

Terms of References (ToR)

PSS Consultant (Adult/Child) _ Emergency Earthquake Response

Position Title:	PSS consultant
Location:	Mandalay, with travel to the field
Reports to:	Response Manager with technical support from Safeguarding Focal/ Protection Specialist
Starting:	ASAP
Duration:	From 1 st June to 30 th June 2025

1. Background

A recent earthquake in the Sagaing Region has significantly impacted local communities, creating an urgent need for psychosocial support among affected populations—particularly children and vulnerable adults. A qualified Psychosocial Support (PSS) Consultant is being sought to design and implement a community-based PSS intervention tailored to the local context. The consultant will also train staff and community volunteers and support the effective and safe delivery of PSS activities in the field.

2. Objective of the Assignment

The objective of this consultancy is to develop and implement a community-based PSS model targeting earthquake-affected children and adults in the Sagaing Region. The work includes conducting a technical needs assessment, designing a context-specific PSS curriculum, delivering training to frontline staff and volunteers, and providing practical tools and coaching for quality and accountable implementation of PSS services.

3. Key Responsibilities:

A. Technical Assessment

- Assess PSS needs of earthquake-affected communities, focusing on both adult and child populations, using participatory methods.
- Map existing PSS actors, tools, and interventions in the Sagaing/Mandalay area.
- Conduct gender-sensitive and age-appropriate consultations with community members.
- Identify existing community protection structures and coping mechanisms.
- Review current organization protection activities and consult with field staff to identify gaps and opportunities.

B. Design of PSS Intervention

- Develop tailored PSS curricula and activity guides for children and adults, considering age, gender, diversity, and cultural relevance.
- Design tools to guide implementation, including:
 - Volunteer Code of Conduct
 - Safe space guidelines
 - Parental consent templates for PSS-child
 - Activity planning templates
 - Safety, hygiene, and recreational materials list

- Monitoring and evaluation tools (including outcome indicators)
- Ensure adherence to IASC MHPSS Guidelines, ORGANIZATION Child Protection Policy, and Do No Harm principles.
- Prepare a capacity-building and implementation plan for ORGANIZATION staff and community volunteers.

C. Training and Capacity Building

- Conduct a Training of Trainers (ToT) for Emergency Response Team Members, focused on:
 - Child resilience and psychosocial approaches
 - Adult support strategies and group facilitation techniques
 - Community outreach and mobilization
 - Activity facilitation, safety and ethics
 - M&E and reporting
- Provide coaching and mentoring support during field implementation and conduct follow-up visits one month after activities begin.

D. Documentation and Reporting

- Submit a final comprehensive report including:
 - Context analysis and needs assessment findings
 - Full PSS curriculum and training materials (two separated curriculum for child and adult)
 - Coaching and M&E tools
 - Recommendations for follow-up and sustainability
 - Lessons learned and advocacy points

4. Expected Deliverables

- Assessment report and analysis (narrative and presentation)
- PSS curriculum and toolkit for children and adults
- Training of Trainers (ToT) package and session report
- M&E framework and tools
- Coaching report and follow-up action plan
- Final consultancy report (English)

Expected start date: June 1st, 2025

Duration of work: Until June 30th, 2025

Payment Schedule: The payment modalities will follow a first instalment (70%) upon reception of the PSS curriculum and toolkit a final instalment (30%) after delivering the final consultancy report.

Logistics: The fieldwork logistics will be organized by the Consultant and supported by project team and administration team, when necessary.

Budget: The financial proposal has to include the breakdown of costs per unit. The consultant should include the costs for transportation and accommodation in the proposed budget. The assignment is mostly conducted remotely, with potential in person meetings in one of the target locations.

5. Skills and Qualifications

- Advanced degree in Psychology, Social Work, Mental Health, or related field.
- Minimum 5 years of experience in designing and delivering community-based PSS interventions in emergency or post-crisis contexts.
- Demonstrated experience working with both children and adults using participatory methods.
- Strong understanding of MHPSS standards, Child Protection, and gender-sensitive programming.
- Experience delivering ToT and coaching field staff.
- Fluent in English; knowledge of Myanmar language an asset.
- Cultural sensitivity and ability to work in low-resource, high-stress environments, mainly in Mandalay
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Application Procedure: Interested service providers are invited to submit the following documents (with at least 2 contacts for reference), no later than **June 18, 2025** to the following mail address recruitment.mmr@proton.me with the Subject **“250522_PSS Consultant”**. Please note that only short-listed service providers will be contacted for interviews or written tests. Due to the urgency of the position candidates will be selected on a rolling basis.

1. Please submit a technical proposal that clearly describes **a community-based psychosocial support (PSS) intervention tailored to the local context**. The proposal should include the following:
 - 1) **Your qualifications and experience** that make you suitable for this assignment.
 - 2) **The methods and workplan** you will use to carry out the assignment.
 - 3) **Detailed CVs** of the technical, management, and support team members.
 - 4) **A brief profile of your organization**.
 - 5) **Samples of previous work**, especially any PSS curriculum or materials developed for the Myanmar context.
2. Financial Proposal indicating the amount/budget (in USD per word) to be charged for the assignment.