



MHPSS Coordinator

Raqqa, Syria, with field visits.

General objective of the job

The MHPSS coordinator in Northeast of Syria (NES) oversees the planning, implementation, and monitoring of various projects. Your role will involve conducting field visits, coordinating with partners, ensuring project progress, and providing technical guidance and support. Additionally, you will facilitate capacity building activities and train partner staff, and coordinate with relevant stakeholders and organizations. This is a dynamic role that requires strong project management skills, excellent communication abilities, and a passion for driving program quality and effectiveness.

Position in the organisation

The MHPSS Coordinator reports to the NES Area Manager and collaborate regularly with country technical advisors and coordinators. Also, play a key liaison with organization partners.

Result Areas

Project Implementation, Monitoring & Evaluation

- Conduct regular field visits to project sites to monitor progress and provide support to partners.
- Facilitate weekly meetings with partners to closely monitor project progress, address challenges, and communicate updates.
- Crosscheck partners' financial and programmatic documents for accuracy, identifying irregularities and deviations from approved plans.
- Identify potential risks and challenges that may impact project implementation. Monitor and address project-related risks in a timely manner.
- Ensure adherence to Monitoring, Evaluation, Accountability, and Learning (MEAL) processes, identifying and reporting data mistakes and deviations.

- Contribute to donor reporting by providing relevant information and insights on a monthly, quarterly, or as required basis.
- Assist the NES Area Manager in developing project plans, including defining objectives, goals, strategies, and work plans. Contribute to the overall project implementation by providing technical expertise and guidance.

Program Quality and Capacity Building:

- Collaborate with Technical Advisors/coordinators to support the implementation of programs in line with project objectives.
- Conduct field visits to offer technical guidance, management support, and ensure the effective implementation of work plans.
- Assist partners in developing and following work plans and address any problems or challenges that arise during implementation.
- Prepare technical supervision reports highlighting challenges observed while doing supportive supervision, actions taken to resolve the challenges, and mitigation measures for future projects.
- Conduct regular meetings with partners' technical team leaders/supervisors to build their capacity in the provision of supportive technical supervision to their teams of facilitators.
- Develop action plans for capacity building of partners and oversee the implementation of activities.
- Conduct training sessions on methodologies relevant to the program.
- Prepare comprehensive training reports highlighting challenges, recommendations, and outcomes. Support the War Child technical team through the provision of input for the contextualization of the methodologies to better fit the context in NES, based on observations from the field and partners' inputs.
- Measure project performance to identify areas for improvement.

Coordination:

- Establish and maintain effective communication with professional counterparts, and other NGOs.

- Coordinate and actively participate in various working groups and task forces.
- Collaborate with relevant stakeholders to ensure smooth program implementation and promote collaboration and knowledge sharing.
- Coordinate with partners to act as active members and participate in coordination meetings hosted by the MHPSS working group and adhere to the requests.

Additional job responsibilities:

In addition to the result areas above, the MHPSS Coordinator remains flexible to take on different assignments in support of the overall country office programs and Northeast Syria hub.

Your profile

Knowledge and Experience

- Bachelor's degree in a relevant field (e.g., international development, social sciences, etc.).
- Minimum 3 years in the field of Child Protection/MHPSS/Education and programme implementation
- Proven experience in project coordination, monitoring, and implementation within the development or humanitarian sector.
- Strong knowledge of project management principles and tools.
- Excellent interpersonal and communication skills, with the ability to engage and collaborate with diverse stakeholders.
- Knowledge of Education/Child Protection/MHPSS programming principles and best practices, particularly in the context of development or humanitarian settings.
- Experience in capacity building and delivering training sessions.
- Familiarity with MEAL processes and donor reporting requirements.
- Knowledge of Protection from Sexual Exploitation and Abuse (PSEA) and Child Safeguarding (CSG) protocols.
- Ability to work independently, prioritize tasks, and meet deadlines in a fast-paced environment.

- Willingness to travel to project sites and work in challenging conditions if required.
- Proficiency in written and spoken English and Arabic.

Skills and Competencies

- Strong critical analysis and strategic thinking skills
- Planning and coordination ability
- Understanding of child-focused monitoring and evaluation processes
- Ability to provide (creative/interactive) trainings
- Excellent communication skills; ability to give and receive feedback
- Affinity with children and young people
- Cultural sensitivity
- Result-oriented
- Ability to travel and work within challenging environments

What we offer

- **Location:** The position will be based in Raqqa, Syria, with field visits.
- **Professional Development:** Opportunities for capacity building and growth, both within the role and through War Child's broader network.
- **Meaningful Impact:** The chance to make a tangible difference in the lives of children and families affected by conflict, contributing to long-term, sustainable change.
- **Equal Opportunities:** War Child is an inclusive employer committed to diversity and inclusion, respecting all individuals regardless of age, gender, religion, ethnicity, nationality, or physical ability.
- **Workplace Culture:** War Child is dedicated to fostering a diverse, inclusive, and respectful workplace that prioritizes safety and fairness for all individuals. We strictly prohibit any form of discrimination, harassment, retaliation, or bullying within our organization

Why You Should Apply

- **Make a Real Impact:** Your work will directly contribute to providing quality education to children who need it most, creating lasting change in their lives.
- **Career Growth:** Join a dynamic organization that values your professional development and offers opportunities for learning, growth, and innovation.
- **Collaborative and Mission-Driven:** Work alongside passionate colleagues and partners united in a mission to protect children and help them thrive despite adversity.

How to Apply

Qualified candidates are encouraged to submit their applications by **26 October 2025** using this link [Apply for this job](#). We are reviewing submissions on a rolling basis, so early applications are strongly recommended.

By submitting your application you certify that all of the statements made in your application are true, complete, and correct and are made in good faith. You understand that falsifying, misrepresenting or intentionally withholding information will be grounds for rejection of your application or withdrawal of any offer of appointment or, if an appointment offer has been accepted, this will be ground for employment sanctions, such as, but not limited to, instant dismissal. In addition, you understand that you need to submit a Criminal Record Certificate and that, if you fail to submit it, no employment relationship can be established. War Child is an international organisation, and we are committed to be a diverse and inclusive employer, placing human and child rights at the centre of our existence and work. We hire our new colleagues based on their talents, competences and shared values; we do not distinguish them based on their age, gender and gender identity, race, color, ethnicity, religion, culture, sexual orientation, disability etc. The safety of children and youth is a paramount and essential to War Child's work. War Child has a zero tolerance policy towards any form of abuse. To prevent placing children and youth at any risk this subject is addressed in our recruitment and selection procedures. Moreover, the accepted candidates will be required to state their commitment/ intent to be aware, consider and adhere to the minimum standards applicable in development and humanitarian settings, such as humanitarian values and principles, Sphere Humanitarian Charter, Standards in the Humanitarian Standards Partnership, Core Humanitarian Standard, International Humanitarian Law, Code of Conduct for the International Red Cross and Red Crescent Movement and Non-Governmental Organizations (NGOs) in Disaster Relief and IASC Six Core Principles Relating to Sexual Exploitation and Abuse.

Disclaimer

- *Only applications received via our website are processed.*
- *If we appoint a suitable candidate before the given closing date, we reserve the right to remove the vacancy from our website before that date. In such a case, any responses received after that time are not processed.*

- *It could be that during our selection process the closing date for the vacancy is extended. If so, and you have not yet heard from us, your application will remain active.*

About us

The War Child Alliance is an international non-governmental organization committed to providing psychosocial support, child protection, youth empowerment programming and quality education to the children affected by armed conflict. We implement evidence-based interventions to empower key stakeholders—including governments, educators, caregivers, and communities—to foster children’s wellbeing, education, and self-determination. We work with global teams with team members being based in different locations. War Child is currently operates in: Afghanistan, the Central African Republic, Colombia, DR Congo, Germany, Jordan, Lebanon, the occupied Palestinian territory, South Sudan, Sweden, Syria, Uganda, Ukraine (soon to be registered), and Yemen. We also have offices in the Netherlands and the United Kingdom.

Learn more about War Child and our programmes <https://www.warchild.net/>

Safeguarding and Integrity

*Our work with children and at-risk adults to keep them safe is the most important thing we do. We are committed to the safeguarding of children and vulnerable adults in all areas of our work. We have **zero tolerance** for any behaviours and practices that puts children and/or vulnerable adults at risk of abuse and/or harm. All (prospective) employees will be expected to be compliant with and sign up to our Child Safeguarding policy, our Code of Conduct and PSEA: Adults at Risk Policy. You can find the Child Safeguarding and Adults at Risk policy here: [Integrity & Safeguarding - Home](#)*

Justice, Equity, Diversity and Inclusion (JEDI) and Belonging (DEIB)

*We value diversity and inclusion and are committed to ensuring that all our people and job applicants are treated fairly, irrespective of where, what or whom they were born, or of other characteristics. We want to offer a safe and inclusive workplace where all our people, especially those who are currently marginalised or underrepresented, can be themselves at work. You can read our **Justice, Equity, Diversity and Inclusion (JEDI) and Belonging (DEIB)** policy on our website, and if you have any questions about our commitment to **Justice, Equity, Diversity and Inclusion (JEDI) and Belonging (DEIB)** do get in touch: DEIB.team@warchild.net*