Vacancy Announcement

## Job Description:

**Company**: International Medical Corps.

**Job Title:** VAWG Caseworker.

**Contract type:** Full-time.

**Duty Station**: Syria (Tabqa).

**Number of Vacancies**: 1.

**Application Closing Date**: November 25,2026, 4:00PM.

### JOB SUMMARY

The VAWG Caseworker will be responsible for providing direct support, including case management and psychosocial support services, to crisis-affected women and girls and survivors of violence.

To perform this job successfully, an individual must be able to perform each essential function with or without reasonable accommodation.

### MAIN TASKS AND RESPONSIBILITIES

**Service Provision**

- Provide age-appropriate and survivor-centered case management services to survivors of violence and crisis-affected women and girls, in line with the industry *Inter Agency Case Management Guidelines*, including assessment of survivor's needs; basic counselling; support to develop and implement a care plan; support to develop and implement a safety plan; and in line with clients' wishes.
- Coordinate closely with the Casework Supervisor and seek support when required
- Provide information on available services and support survivors' informed choices through referral, accompaniment, service coordination and follow up, and participation in referral systems/pathways.
- Distribute emergency cash and material assistance based on individual needs assessments and in line with established protocols
- Participate in regular case review meetings and coaching sessions

**Monitoring and Reporting**

- Seek feedback from clients and adapt services accordingly
- Support post-distribution monitoring
- Carefully document service provision and maintain case files
- Adhere to strict data protection and information-sharing protocols to protect the privacy, confidentiality, and safety of survivors

**Coordination, Advocacy and Representation**

- Develop and maintain contact with relevant stakeholders including community leaders and other humanitarian partners and service providers.
- Coordinate with other service providers and community focal points to strengthen access to services and build support for survivors
- Organize case management meetings, as required, with other service providers
- Coordinate with MHPSS, child protection, health, and other sectors to strengthen integration and referrals
- Represent program goals and protection, VAWG program standards

**Security and Conduct**

- Ensure compliance with security protocols and policies
- Foster a safe and supportive working environment for all VAWG staff and partners
- Exemplify core principles of survivor-centered VAWG programming, including respect, non-discrimination, responsible use of power, nonviolence, and promotion of equality
- Contribute to the positive image and overall credibility of the program and organization, notably through adherence to the Code of Conduct and Ethics, including compliance with anti-harassment, safeguarding and PSEA policies

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 comprehensive.

**MINIMUM QUALIFICATIONS**

- Typically, a degree in a related field. An equivalent combination of relevant education and experience may be substituted as appropriate.
- Relevant experience helping women required; Relevant academic experience such as social work preferred.
- Demonstrated commitment to core principles of VAWG programming, including equality and survivor-centered support services.
- Demonstrated familiarity, respect, and empathy for affected populations
- Commitment to supporting survivors
- Good interpersonal and communication skills
- Very good listening and communication skills
- Familiarity with government and NGO service providers preferred
- Ability to exercise sound judgment, remain flexible, and apply experience and guidance to evolving challenges

❖ **Salary and Benefits:**
- As Per IMC Salary Scale.
- Social Security.
- Medical Insurance.
- Life Insurance.

❖ **Ethical Conduct at International Medical Corps:**

As part of a global, humanitarian team dedicated to saving lives, easing suffering, and building self-reliance, International Medical Corps staff are responsible for adhering to our Code of Conduct and Ethics and for knowing and abiding by International Medical Corps policies and standards. All staff play a vital role in preventing violations of our Code of Conduct and Ethics, including conflicts of interest, fraud, corruption, and any kind of exploitation or abuse. International Medical Corps is also committed to providing a safe and healthy work environment free of harassment, bullying, and other misconduct, enabling staff to build and maintain professional, respectful working relationships.

International Medical Corps prioritizes safeguarding the populations with whom we work from exploitation, neglect, or abuse of children and adults at risk, and/or any form of trafficking in persons. International Medical Corps is committed to engaging members of crisis-affected communities to participate in meaningful ways in a crisis response, including making informed decisions about the assistance they receive, mitigating potential risks, and holding us accountable for the commitments we make. All staff are

expected to support International Medical Corps' culture of accountability toward our stakeholders, particularly the crisis-affected communities and individuals we serve.

As part of International Medical Corps' commitment to a speak-up culture and as one of the primary ways we collectively hold ourselves accountable for complying with the ethical principles and standards of conduct outlined in the Code of Conduct and Ethics, all staff are required to report suspected or actual misconduct or violations of organizational policies. Our Code of Conduct and Ethics and Whistleblower Policy prohibit any form of retaliation against whistleblowers or individuals who report a concern in good faith. Staff who violate these protections may be subject to disciplinary action, up to and including termination of employment or contractual relationship with International Medical Corps.

❖ **About us:**

Humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs.
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.

**International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction.**
**If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website for reporting misconduct : www.InternationalMedicalCorps.ethicspoint.com**
**Please do not submit your CV or application to this website; it will not be considered for review.**
**WOMEN ARE STRONGLY ENCOURAGED TO APPLY.**
**This position is urgently required, and recruitment will be conducted on a rolling basis. Interested candidates are encouraged to apply as soon as possible, as the vacancy may be filled before the closing date.**

➢ **Note: If the required number of applicants is met, the link may be closed before the end of the time given for the advertisement.**

To apply for this vacancy please click on the following link and fill in the required information:

**VAWG Caseworker-Tabqa-CW25112026**

Alternatively, scan the following QR code by your mobile camera: