

Psycho-Social Counselor

Job Title:	Psycho-Social Counselor
Reports to:	Project Director
Appointing Authority	Chairperson
Nature of Appointment:	4 Months Contract or completion of the project, whichever is earlier
Responsibility:	<ul style="list-style-type: none"> • Provide counseling or psychological support and psycho-education to women victims of violence, sexual assault, rape domestic violence, acid burn or any kind of injury, whether physical or mental shock/stress etc., community mental health, and anger management as required to help them come out of traumatic condition. • Prepare and maintain proper record of each counseling session of the victim with his/her expert opinion and recommendations. • Built survey form to maintain helpline record and upload on the dashboard. • Conduct client assessment at entry into program, ongoing periodic evaluation and at exit of program. • Maintain Case files and technical reports. Ensures case documentation is up-to-date and reflective of services provided. Files are subject to review at any time. • Closely monitor and document the psychological recovery of cases. • Write technical reports on specific cases identified during the individual psychological support sessions. • Enhance professional expertise by seeking out and attending approved seminars and workshops that focus on providing therapy to domestic and sexual assault survivors. • Write weekly and monthly reports. • Draft letter/s for chairperson to refer/linkages of the victim women to any other government institution and to seek report from the concerned department etc. • Any other duty assigned by the authority from time to time.
Minimum Qualification, Age & Experience:	<p>Qualification: Master's Degree in Applied Psychology with specialization in counseling, or other related field.</p> <p>Experience: 2 years counseling experience. Working experience with victims of violence shall be preferred.</p> <p>Age: 25-45 years</p>

	Skills Required: Psychometric testing, interpersonal communication skills.
Pay and Perks	Market base pay package.
Mode of filling up the post	Through open competition after advertisement in the Press. Selection to be made by a Committee headed by the Chairperson PCSW.