



*Reconnect. Rebuild. Recover*

Amna (previously known as Refugee Trauma Initiative)

<b>Job title: Coordinator &amp; Trainer in Early Childhood Development and Mental Health</b>	
<b>Team:</b> Programmes, Training Team	<b>Location:</b> Lebanon This role includes traveling to visit partners in various countries.
<b>Contract Length:</b> 1 year (with a view to extending)	<b>Salary:</b> 28,500 – 31,000 USD

### Who We Are

Founded in 2016, Amna is committed to supporting community and frontline workers to bring non-clinical mental health support to every child and family affected by violence and displacement. At Amna, our core values of respect, understanding, curiosity and connection guide everything we do, while shaping our culture and driving our mission. Our mission is to build community capacity for healing. Our vision is a world where refugees can determine their future unbounded by the impacts of conflict and displacement. After seven years of delivering direct services for families, young children, young people and men and women in Greece, Amna is now replicating its model to train frontline workers and support local organisations in additional countries and communities.

### Safeguarding:

The role-holder will have experience working according to ethical and good practice safeguarding principles. They will be expected to adhere to and promote Amna's Safeguarding Policies as they will be involved in and responsible for programmes working with children and vulnerable groups in different settings.

### How will you make a difference?

Amna is seeking a **full-time Trainer and Coordinator with an Early Childhood Development (ECD) background** to join Amna's team of trainers. As a Trainer and Coordinator, your responsibilities will involve:

1. Facilitating Amna's training and learning journey to support Amna partners to integrate quality, trauma informed community based psychosocial healing care.
2. Coordinating Amna's Lebanon programmes, including event organising, visiting partners and ensuring programme compliance with local laws.

Amna's identity and trauma informed approach is centred around strengthening compassionate relationships and paving the way towards community healing, with the aim to restore the communities' sense of safety, belonging, agency and joy. Amna services are co-created with the communities they are for and prioritise refugee participation and leadership in service design and delivery wherever possible.

The role holder will have experience working with children and caregivers affected by adversity, including displacement, war and conflict, poverty, statelessness, abuse or marginalisation, as well as experience in facilitating training and learning spaces with frontliner workers. Given the nature

of Amna's work in emergency settings, applicants need to be comfortable working in environments where there is uncertainty, change and exposure to distress.

Successful candidates will have: strong experience in:

1. Working with children and families;
2. Therapeutically-informed practice;
3. Community work.

Amna will train the role holder in Amna's training and facilitation approach.

**Responsibilities include:**

- To deliver high quality, interactive trainings in person and online.
- To develop Amna's training materials including engaging content, structure, visuals and activities.
- To review and develop Amna's 'Baytna' Early Childhood approach.
- To lead on coordination and training delivery of Amna ECD 'Baytna' hubs.
- To provide ongoing support to Amna's training participants from a range of countries on how to set up safe, community healing spaces with displaced communities.
- To facilitate learning and support groups for Amna training participants.
- To coordinate the preparation and delivery of in person and online trainings.
- Outside of Amna's trainings, to maintain engagement with Amna's training participants to share and exchange learning.
- Travel to various countries to visit, train and observe partner organisations.
- To work in collaboration with all departments within Amna to achieve Amna's objectives.

**Qualifications and Experience:**

- Deep understanding of Early Childhood Development and caregiving support.
- Minimum two years of experience working with vulnerable children and their caregivers in psychosocial support or education emergency and non - emergency settings.
- Experience working in a therapeutically informed way, e.g. working with sensitivity to the needs and experiences of communities worked with.
- Experience in delivering experiential in person and online trainings
- Experience creating high-quality training materials (PowerPoint Presentations, Booklets, etc.)
- Experience in programme coordination
- Strong verbal and written communicator in English and Arabic
- Confident computer skills, especially in Microsoft Office and PowerPoint.
- Able and willing to travel for work (if you have travel restrictions to some countries, please notify us in your application).

**Desirable:**

- Life or work experience with refugee and/or displaced communities.
- Education or experience in social studies such as community work, social work, intercultural education, or creative healing practices.
- Therapeutic training.
- Experience in designing and delivering experiential training to groups with mixed genders, languages, cultures, ethnicities, religions, (dis)abilities.

## Benefits

- See our wellbeing strategy: <https://amna.org/wp-content/uploads/2024/03/Amna-Wellbeing-Strategy-February-2024.pdf>

## Work Location and Environment

This role is a remote job opportunity, and open to applicants in Lebanon.

Please note that the nature of working environment and hybrid schedule may be adjusted as per the organisation's evolving needs.

## Remuneration Package

Remuneration: 28,500 – 31,000 USD annually for full-time employment.

In compliance with international standards, Amna utilizes a global payroll provider to ensure seamless and efficient compensation processes for our diverse team.

## Commitment to Diversity, Equity, and Inclusion

Amna is committed to fostering a diverse and inclusive workplace where all employees are valued, respected, and empowered to contribute their unique perspectives and talents.

As an equal opportunity employer, we do not discriminate on the basis of race, religion, color, ethnicity, sex, gender, sexual orientation, age, marital status or disabilities status.

Applications are strongly encouraged from people with personal or family lived experience as refugees and displacement.

## How to Apply:

Please send your CV and motivation letter either in writing, video or voice-note (no longer than one side A4 or 3 minutes) to [hr@amna.org](mailto:hr@amna.org) by latest **May 17<sup>th</sup>, 2024**. In your motivation letter please address the following points:

1. Why do you want to do this work with Amna?
2. Why we should consider you for this role?

For more information on Amna's work please visit our website: [www.amna.org](http://www.amna.org)

Applications will be considered on a rolling basis and qualified applicants may be invited to an interview during the application process. We strongly encourage candidates to apply before the deadline.

Only shortlisted candidates will be contacted.