



## Terms of Reference

The Lebanese Center for Human Rights (CLDH)

Part time Social Worker – Bekaa

### **Background:**

The Lebanese Center for Human Rights (CLDH) is a local non-profit, non-partisan Lebanese human rights organization based in Beirut. CLDH was created in 2006 by the Franco-Lebanese Movement SOLIDA (Support for Lebanese Detained Arbitrarily), which has been active since 1996 in the struggle against arbitrary detention, enforced disappearance and the impunity of those perpetrating gross human rights violations. CLDH monitors the human rights situation in Lebanon, fights enforced disappearance, impunity, arbitrary detention and racism and rehabilitates the victims of torture. CLDH regularly organizes press conferences, workshops and advocacy meetings on human rights issues in Lebanon and collects, records and documents human rights abuses in reports and press releases. CLDH team on the ground supports initiatives aimed at determining the fate of all missing persons in Lebanon. CLDH regularly follows up on numerous cases of arbitrary detention and torture in Lebanon in coordination with Lebanese and international organizations, and with the United Nations Working Group on Arbitrary Detention WGAD and the UN Special Rapporteur on Torture.

CLDH currently has 4 offices: Dora, Bouchrieh, Beqaa and Tripoli.

### **Job Information:**

**Location:** Bekaa Office (Baalback)

**Department:** Programs

**Reports to:** Programs Officer

**Supervisory responsibility:** none

**Job Category:** C

**Contract type:** Part time (3 days / week)

**Salary Range:** 700-800 USD

**Job Posting period:** 24 September till 7 October 2025



### **Position Summary:**

The Part-Time Social Worker will provide counseling, psychosocial support, and case management for beneficiaries, ensuring timely referrals to protection, legal, and medical services. The role involves conducting assessments, maintaining confidential records, and supporting community awareness initiatives while collaborating closely with team members and partner organizations for effective service delivery.

### **Deliverable and Tasks:**

- Conduct intake interviews and needs assessments for beneficiaries.
- Provide counseling and psychosocial support tailored to individual needs.
- Identify protection issues, including abuse, neglect, and violence, and provide referrals to relevant services (legal, medical, or other).
- Follow up on cases to ensure beneficiaries receive appropriate support.
- Maintain accurate and confidential records of cases and interventions.
- Assist in community awareness sessions and capacity-building activities.
- Collaborate with team members, focal points, and partner organizations for effective service delivery.
- Contribute to project reports, monitoring, and evaluation activities.

### **Experience and Qualifications:**

- **Education:** University Degree in Social Work (mandatory).
- **Work Experience:** 1 to 2 years of experience in a similar position.
- **Technical Skills:** Experience working in protection and legal sectors. Good experience in working in prisons, and in Human Rights/ Humanitarian organizations.
- **Language:** Fluency in Arabic and English (oral and written) is required for this position.
- **Computer Skills:** Proficiency in Microsoft Office, Email, and communication tools, Virtual collaboration.
- **Core Competencies:** Excellent communication skills and team player. Strong organization and time management skills.

### **Location:**

The Social Worker is based at **Bekaa office** with visits to other locations when needed.



**Application guidelines:**

*Please read carefully:*

Interested individuals should:

1. Send their CV by email to [recruitment@cldh-lebanon.org](mailto:recruitment@cldh-lebanon.org) indicate in the subject line **"Part time Social Worker"**, AND,
2. Fill the application form through the following link:  
<https://forms.office.com/Pages/ResponsePage.aspx?id=0cNp-fUXIEuHW8FN5JzdY5DrWpJRWFBr0NIteERJ9aFUQk1JUTk1T1dORlo3NTZMUktRNA1RURISS4u>

**The deadline for receiving applications and CVs is 7 October 2025.**

Candidates who fail to send their CVs **AND** fill in the application form will be disregarded.  
E-mails with no subject lines will be disregarded.

The interview process will be ongoing and might end upon receiving a qualified candidate for the position.

**Only shortlisted candidates will be contacted.**

Applicants who have a personal relationship/association with a CLDH staff member are required to declare it in their application.