

**Vacancy Announcement**

Hagar International Vietnam, an international NGO based in Hanoi, invites applications from interested and experienced Vietnamese candidates for the following position.

**Position: Therapeutic Arts Officer**

**Start date: ASAP**

**Job Responsibilities:**

1. Create arts-based techniques which clients can apply along with assessment, therapeutic objectives, and evaluations
2. Research and create new methodologies in arts-based therapies, improvise content, and set best practices
3. Keep policies and procedures up to date and evidence based
4. Provide support in training and treatment of clients in individual and group settings
5. Organize group activities and events
6. Organize volunteers, visitors and staff members leading classes
7. Provide visitors with interesting experiences while upholding the client protection policies
8. Inform case managers of any concerns with the behaviour or change in demeanour of a client
9. Keep accurate files of clients’ participation and their response to therapeutic classes and sessions
10. Provide therapeutic support to clients through mentoring and emotional support and being observant of changes in client demeanour
11. Participate in fundraising for Hagar Vietnam
12. Any other activities as assigned

**Qualifications:**

1. Bachelor Degree in Art Therapy, Arts, Education, Psychology, Management, or related field. (Prefer Master’s Degree in related field)
2. Computer skills including MS Word, Excel, Powerpoint; internet and email
3. Able to communicate in written and verbal English
4. Proven ability to work independently and as part of a team
5. At least three years’ experience teaching
6. Proven ability to organize projects and personnel

Preferred:

1. Minimum of three years’ experience with victims of gender based violence
2. Prior experience utilizing therapeutic arts with victims of abuse and/or trauma

**Please send cover letter and CV in English to info.vn****@hagarinternational.org**

**Deadline for submissions: 30 August 2015**