



REPUBLIC OF LIBERIA

WITNESS PROTECTION UNIT

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OFFICE OF THE DIRECTOR

INVITATION FOR APPLICATION FOR THE POSITION OF PSYCHOSOCIAL COUNSELOR AT THE WITNESS PROTECTION UNIT/AGENCY OF LIBERIA

Position Title: Psycho-social Counselor

Duty Station: Head Office, Mamba Point, Monrovia, Liberia

Reports To: Assistant Manager- Psychosocial Support Services

Position Type: Full-Time

Application Deadline: Saturday, January 31, 2026

BACKGROUND

The Witness Protection Unit (WPU) is an autonomous Agency under the Executive Branch of the Government of the Republic of Liberia. The Agency is mandated to ensure the protection, safety, confidentiality, and welfare of witnesses and whistleblowers. As part of its commitment to ensure operational excellence and institutional integrity, the WPU seeks a qualified and professional **Psycho-social Counselor**.

POSITION SUMMARY

The Psychosocial Counselor is responsible for providing confidential, trauma-informed psychosocial and mental health support to witnesses, victims, and protected persons under the Witness Protection Program. The role focuses on promoting emotional wellbeing, resilience, coping strategies, and recovery while ensuring safety, confidentiality, and adherence to witness protection protocols.

Duties and Responsibilities

Psycho-social Support and Counseling

- Provide individual and group counseling services to witnesses and protected persons experiencing trauma, stress, anxiety, depression, fear, or other psychosocial challenges.
- Conduct psychosocial assessments to identify needs, risks, strengths, and appropriate interventions.
- Develop and implement individualized psychosocial care and support plans.
- Apply trauma-informed, survivor-centered, and culturally sensitive counseling approaches.

Case Management and Documentation

- Maintain confidential case files, counseling notes, and psychosocial assessments in line with data protection and witness confidentiality standards.
- Participate in multidisciplinary case conferences and contribute psychosocial perspectives to protection planning.
- Monitor progress of clients and adjust interventions as necessary.

Crisis Intervention and Mental Health Support

- Provide psychological first aid and crisis intervention to witnesses facing immediate distress or threats.
- Identify cases requiring specialized mental health or psychiatric care and facilitate referrals to appropriate service providers.
- Support witnesses during critical legal processes such as testimony, court appearances, or relocation.

Coordination and Referrals

- Work closely with protection officers, legal teams, social workers, and security personnel to ensure holistic support for protected persons.
- Establish and maintain referral pathways with health facilities, mental health professionals, and social service providers.
- Liaise with community-based organizations where appropriate, ensuring protection protocols are strictly followed.

Capacity Building and Awareness

- Support psychoeducation sessions for witnesses and their families on stress management, coping skills, and self-care.
- Contribute to training and awareness activities for staff and partners on psychosocial support, trauma, and survivor care.

6. Ethics, Safeguarding, and Confidentiality

- Uphold the highest standards of professional ethics, confidentiality, and non-discrimination.
 - Ensure strict compliance with witness protection policies, safeguarding standards, and ethical guidelines.
 - Report safeguarding concerns or risks in accordance with established procedures.
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Qualifications and Experience

- Bachelor's degree in Psychology, Public Health, Social Work, Counseling, Mental Health, or a related field (required).
 - Minimum of 3–5 years of relevant experience providing psychosocial or mental health support, preferably in protection, human rights, GBV, trauma, or humanitarian settings.
 - Experience working with vulnerable populations, survivors of violence, or justice-sector clients is highly desirable.
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CORE COMPETENCES

- Strong counseling and active listening skills.
 - Solid understanding of trauma, stress, and psychosocial impacts related to violence, intimidation, and legal proceedings.
 - Knowledge of trauma-informed care, psychological first aid, and survivor-centered approaches.
 - Ability to manage sensitive information with discretion and confidentiality.
 - Strong documentation, reporting, and case management skills.
 - Ability to work under pressure and respond effectively to crises.
 - Excellent interpersonal and communication skills.
 - Cultural sensitivity and respect for diversity.
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APPLICATION PROCEDURE

Interested applicants should submit the following documents:

1. Cover Letter addressed to the Director, Witness Protection Unit/Agency
2. Updated Curriculum Vitae (CV)
3. Copies of academic and professional credentials
4. At least two (2) professional references

Applications should be submitted via email to:

witnessprotectionunitlib@gmail.com

Or delivered in person to: Director, Witness Protection Unit/Agency, Ministry of Justice, Mamba Point, Monrovia, Liberia

Only shortlisted candidates will be contacted for interviews.

The Witness Protection Unit/Agency is an equal opportunity employer committed to diversity, integrity, and national service.