

Terms of Reference

Consultancy Title	Clinical psychologist supporting psychological activities for the Inclusion II-b Project
Location	Quang Ngai province
Contract duration	20 th March 2026 to 30 th September 2026
Project	Improving the quality of life of people with disabilities in provinces sprayed with Agent Orange (Inclusion IIb)

1. BACKGROUND

Catholic Relief Services (CRS) is an international non-government organization, operating in Vietnam since 1994. In partnership with the government and communities, CRS implements programs in 09 provinces/cities in Vietnam. The Vietnam Program has a diverse funding base in the sectors of Disabilities, Mine Action and Disaster Risk Reduction and Management, and Community-based Climate Change Adaptation.

With funding from the U.S. government, CRS is implementing the project "Supporting the improvement of the quality of life of people with disabilities in provinces severely affected by Agent Orange" in Gia Lai and Quang Ngai (Inclusion Project 2b) in collaboration with Humanity & Inclusion (HI) - the prime organization and CRS acts as a sub organization. The National Action Center for Toxic Chemicals and Environmental Treatment (NACCET) under the Ministry of National Defense serves as the project owner.

According to the 2025–2026 plan, the project will implement psychological support activities for people with disabilities and their caregivers in selected communes of Quang Ngai province. To effectively carry out these activities, CRS is seeking one experienced clinical psychologist to provide psychological support using Behavioral Activation therapy (BA). The specific scope of work is as follows:

2. OBJECTIVES

- Provide professional psychological support services to people with disabilities and their caregivers in project communes, helping them overcome psychological challenges, enhance mental well-being, and improve social adaptability.

- Strengthen the capacity of local staff in implementing psychological support models, aiming to build a sustainable community-based mental health support system in the future.

3. SCOPE OF WORK

The consultant will be responsible for implementing activities in alignment with the objectives and scope of work. Key tasks include, but are not limited to:

1) Provide technical guidance and supervision to local staff implementing Behavioral Activation (BA) in psychosocial support for persons with disabilities and their caregivers.

+ Direct supervision of psychosocial support sessions: Conduct four supervision sessions (two depression and anxiety assessment, psychosocial assessment, BA1 and BA6) for persons with disabilities and their caregivers in

selected communes in Quang Ngai Province, as assigned by the project. Provide timely feedback to local staff after each session, focusing on each client’s progress and key techniques to note (both in-person and online). Complete technical supervision reports in accordance with the project’s reporting template.

+ Remote technical support for local staff on BA 1–6: Organize meetings to provide technical support to local staff before they conduct BA 1–6 sessions with persons with disabilities and their caregivers; facilitate debriefing meetings after local staff complete these BA sessions.

2) Facilitating training for local staff in psychological support for people with disabilities and their caregivers in Quang Ngai and Gia Lai provinces (2 courses):

+ Prepare training materials, including pre- and post-training tests, presentations, and handouts, and training reports (following the project template).

+ Facilitate 02 training courses in Quang Ngai and Gia Lai provinces, each lasting 3 days.

4. DELIVERABLES AND TIMELINE

STT	Scope of Work	Activity	Deliverables	No. of working day	Timeline
1	Provide technical supervision and guidance to local staff on implementing Behavioral Activation (BA) for psychosocial support for persons with disabilities.	Supervision and technical guidance for local staff on conducting assessment and BA sessions at the local level (4 rounds × 2 days)	Supervision and technical guidance reports for local staff for each supervision round (following the project template).	8	Q1- Q3/2026
		Reflection and feedback meetings (in-person or online) (4 rounds × 1 day)	Online or in-person meetings conducted with local staff. Technical feedback from the consultant reflected in the case reports prepared by local staff.	4	
		Remote supervision and technical guidance for local staff on conducting assessment and BA sessions (10 times × 1 day) Review reports and case files of persons with disabilities and their caregivers. Facilitate preparatory meetings before implementation and debriefing meetings with local staff after sessions. Participate in technical discussions with the	Written comments and feedback on case reports prepared by local staff. Online or in-person meetings (if combined with supervision visits) conducted with key notes documented (through a brief report or follow-up email summarizing results to CRS).	10	

STT	Scope of Work	Activity	Deliverables	No. of working day	Timeline
		consultant team, project staff, and local staff. Support local staff in implementing all required steps of the assessment and BA process and submitting reports in accordance with project requirements.			
2	Facilitating training for local staff in psychological support for people with disabilities and their caregivers in Quang Ngai and Gia Lai provinces (2 courses)	Preparation of training materials, presentations, handouts, and pre- and post-training evaluation forms (2 trainings × 1.5 days)	Training package including pre- and post-training evaluation forms, presentation slides, and handouts (if applicable).	3	Q2- Q3/2026
		Facilitation of in-person training at the province (2 trainings × 3 days)	In-person training sessions conducted at the province.	6	
		Preparation of training reports (2 trainings × 0.5 day)	training reports prepared in accordance with the project template.	1	
		Estimated total working days		32 days	

4. BENEFIT

CRS will provide the following support to the consultants:

- Project-developed documents related to the activities
- Technical support and supervision will be carried out by mental health and psychology experts invited by the project
- Arrangement of transportation or travel to project sites, if applicable (including hotel accommodation, intra-provincial travel, and daily per diem)

5. CONTACT AND WORKING

During the implementation period, the consultant will work and communicate directly with:

- Project team members, including the project manager, project officers, and other relevant staff
- Other stakeholders such as technical experts invited by the project and local consultants for professional exchange

6. REQUIREMENTS OF CONSULTANT

- Vietnamese nationality, graduated from relevant fields such as social work, psychology, or gender equality
- Hold a master's degree or higher in clinical psychology.

- Have at least 5 years of experience in mental health care or in providing psychological support, intervention, or therapy.
- Possess experience in providing technical guidance and supervision in psychological support.
- Demonstrated skills and experience working with community members, especially people with disabilities and ethnic minorities, is an advantage.
- Strong teamwork, interpersonal communication, observation, analytical, and evaluation skills.

7. APPLICATION PROCEDURE:

Interested candidates are invited to submit the application in English/Vietnamese:

Applications should include:

- Curriculum vitae (CVs), demonstrating relevant capacity and experience.
- Relevant Degrees/ Certificates
- Quotation presenting a detailed breakdown of the daily rate in Vietnam Dong, inclusive of applicable taxes (VAT/PIT).

Application method:

- The application should be sent to CRS via email to: thanhtam.pham@crs.org
- Application deadline: March 17, 2026
- Only short-listed candidates will be contacted.