



ARM Cambodia

អង្គការជីវិតម្តង ARM CAMBODIA ORGANIZATION

Human Resources Department

Job Announcement

ARM Cambodia Organization is a local, faith-based NGO registered with the Ministry of Interior and operating under an MOU with the Ministry of Social Affairs, Veterans and Youth Rehabilitation (MOSAVY) in Cambodia. The organization is committed to ending the trafficking and sexual abuse of children—one child, one family, and one community at a time.

ARM Cambodia Organization provides a safe and supportive environment for children through care, health services, education, psychosocial support, legal assistance, and vocational training. The center receives incoming clients, conducts assessments, and provides temporary shelter (up to 3 months) while referring them to appropriate services.

To fulfill its mission, ARM Cambodia Organization is looking for a talented and dynamic candidate for the position of: **Counseling Manager (Full-Time)**

Location: Ta Khmau City, Kandal Province, Cambodia.

Job Responsibilities:

- Lead and supervise all counselors and psychosocial support staff
- Provide technical guidance, coaching, and professional development to counseling team
- Ensure all counseling services follow trauma-informed care and ethical standards
- Review and guide psychosocial assessments and counseling plans prepared by counselors
- Monitor the quality and effectiveness of counseling services for clients
- Participate in case discussions and case reviews with social work and program teams when needed
- Provide direct counseling support only in complex, high-risk, or emergency cases when needed
- Support counselors in handling trauma, crisis, and sensitive cases
- Ensure proper documentation, confidentiality, and safeguarding practices
- Collaborate with Social Work Manager to ensure counseling is integrated into case management and referral decisions and other relevant departments.
- Identify needs for external referral to specialized mental health services
- Support the development of counseling tools, guidelines, and systems
- Contribute to reporting, program improvement, and quality assurance
- Perform other tasks assigned by Country Director

Job Requirements

- Female, age 28–50 years old
- Bachelor's or Master's degree in Psychology, Counseling, or related field
- Minimum 4–6 years of experience in counseling or psychosocial support, including supervision
- Strong experience in trauma-informed care and working with abuse/trafficking survivors
- Proven leadership and team supervision skills
- Strong understanding of child protection, safeguarding, and ethical counseling practice
- Ability to guide and support staff in handling complex and sensitive cases
- Strong communication, coaching, and interpersonal skills
- Good reporting and documentation skills
- Good computer skills (Word, Excel, database systems)
- Ability to work under pressure and maintain professionalism
- Commitment to follow and apply ARM Cambodia Organization values

Application Information:

Interested candidates should send a cover letter, CV, and relevant documents/certificates no later than 2nd July 2026 to:

- Ms. Sour Channy – HR Director
- Email: arm@armcambodia.org
- Phone: 077 525 002 / 012 653 608