



**Date 03.03.2022**

**Vacancy: 3 (three) On-Site Befriending Facilitator Hal Far Outreach**  
*On-Site Position (Malta-Based Only)*

**Our Mission**

Hal Far Outreach (HFO) is a non-profit organisation that helps to empower those who seek refuge in Malta, with a specific focus on the people who are residing in and around the Open Centres in Hal Far.

HFO aims to foster social inclusion and to improve the terms on which migrants, asylum seekers and refugees in Malta take part in society. The organisation functions as a bridge between the services available in Malta and the ones who have need for them. Through a range of activities and services, Hal Far Outreach provides the tools and information needed to navigate the complex roads of migration in Europe.

The Malta Migrant Befriending Programme (MMBP) is HFO's new project which seeks to foster integration between Maltese residents and applicants/beneficiaries of asylum protection in Malta. This is done through building connections between communities by organising and encouraging inclusive social activities.

**Paid Opportunity**

Location: Malta

Duration : 11 months

Start Date : ASAP

Language Required : Excellent command of English - Maltese, French and/or Arabic highly desirable

Application Deadline : 24/03/2021

**Applicant must have a VAT number**

**Job Overview**

The On-Site Befriending Co-Facilitator will be responsible for the following specific tasks related to the (MMBP). You will work with our Project Coordinator to together conduct:

- interviews with individuals who apply to be participants in the MMBP.
- Participate in the screening process of potential participants.
- Attend training and provide information and training;
- Gather general information about their interests and expectations for the project.
- Help in the planning of group events;
- Attend a maximum 17 group events over the course of 11 months to ensure they run smoothly overall.
- Attend initial introduction meetings with new participants who are matched to introduce them and ensure the meeting runs smoothly.
- Observing the progress of the project in light of the overall goal to foster friendship between communities in a friendly, respectful, and safe atmosphere.
- The expected hours of commitment for this role is maximum 114 hours in total 11 months (3 or 4 hours for 17 events - number of hours depends on the activities + 6 hours X 11 months)

The goal is to facilitate effective integration, in accordance with the organisation's mission and standards.

## **Responsibilities and Duties**

The On-Site Befriending Co-Facilitator is responsible for tasks that can best be completed in Malta. These include:

- Interviews with applicants
  - Meet with applicants for an interview if requested;
  - Discuss the key goals and objectives of the project with them and ascertain their expectations.
  - Provide feedback on the candidates to the Coordinator, in particular noting any signs of unsuitability with the purpose of the project.
- Attending and Planning group events;
  - Help in the planning of group events;
  - Ensuring events run smoothly overall.
  - Reporting feedback on the event to Coordinator, including any issues with the progress of the project which may arise.
- Training sessions
  - The On-Site Befriending Co-Facilitator will also be required to attend 2 training sessions based around befriending programmes in advance of participating in the project.
  - The Co-Facilitators will also be required to provide information and training to the participants of the project.
- HFO meetings
  - The On-Site Befriending Facilitator will also need to attend regular meetings with the project coordinators to discuss progress made on the project and work towards any improvements needed.

## **Qualifications**

- Excellent interpersonal skills are essential.
- Ability to work on a team.
- Demonstrated cultural sensitivity and intercultural skills.
- Own mode of transport around Malta is considered an asset.
- Linguistic skills, especially knowledge of English, Maltese, French and/or Arabic is considered an asset.
- Knowledge of migration and previous work experience in the migration context is considered an asset.
- Excellent time-management and organizational skills.
- Detail-oriented and efficient work ethic.
- Basic technological proficiency in platforms such as Zoom and Google Drive (or willingness and aptitude to learn quickly).

## **Payment and benefits for each facilitator**

Euro 1000 inclusive of VAT. The Sum is inclusive of any other taxes and charges which are due or may become due by the facilitator.

HFO shall provide transport to and from the venue where the events are held during the project period.

HFO shall provide hospitality such as coffee, tea and water during the events.

## **General Information**

HFO staff and complementary personnel are expected to uphold the highest standards of integrity, neutrality and impartiality at all times. This includes respect for and commitment to human rights,

diversity, and non-violent means of dealing with all kinds of conflict. Only persons who fully and unconditionally commit to these values should consider applying for the vacancy with HFO. HFO is an equal opportunity employer and welcomes applications from both women and men. HFO encourages applicants with lived experience of displacement.

**Application Process**

Please send a cover letter and police conduct to [info@halfaroutreach.org](mailto:info@halfaroutreach.org) along with your CV. If successful, you will be invited for an interview.