

MHPSS Programme Officer – HealthNet TPO Amsterdam

General Context

HealthNet TPO (HNTPO) is an international non-governmental organisation with roots in the Netherlands. It operates in Afghanistan, Burundi, Colombia and South Sudan, supporting the health and mental health of people living in fragile and conflict settings. The main area of expertise is mental health and psychosocial support (MHPSS). HNTPO intends to integrate and mainstream (community-based) MHPSS within all of its programmes and is actively positioning itself as a leading organisation in integrated MHPSS programming within humanitarian and development settings.

Our vision is a world in which people in fragile and conflict settings can actively contribute to rebuilding their own lives, health and well-being.

Our mission is to facilitate and strengthen communities and help them to regain control and maintain their health and well-being. We are convinced that even the most vulnerable people have the inner strength to (re)build a better future for themselves.

The organisation's head office is based in Amsterdam. After restructuring the Amsterdam office in 2019, its role focuses on providing strategic guidance and support to the HNTPO country offices in Afghanistan, Burundi, Colombia and South Sudan. The organisation strategy (2024-2028) guides this process. Currently the office in Amsterdam consists of 10 FTE excluding interns and volunteers and more than 4000 employees in the project countries. Within the Amsterdam office are the departments of operations, finance and communications.

Purpose of the position

We are looking for a motivated, enthusiastic and result-oriented team player who will work with us to advocate for the importance of integrating MHPSS into our programmes which focus on the triple nexus. You are an MHPSS professional with a strong interest in programme development and proposal writing.

Place in the organisation (reporting lines)

The MHPSS Programme Officer reports to the Director of Operations and will support the acquisition efforts in the field offices in close collaboration with the Country Directors and Programme Development Coordinator. This is a full-time position. Up to 30% travel may be required to respective country offices.



Key accountabilities and responsibilities

Donor and partner engagement

- Identify new and potential international funding opportunities and strategic partnerships.
- Maintain and strengthen relationships with donors, partner organisations and relevant MHPSS coordination fora (e.g. IASC).
- Coordinate technical input and collaboration with the Senior Public Health Advisor and relevant internal stakeholders.
- Represent HNTPO in relevant national and international MHPSS forums, events and Communities of Practice.
- Facilitate effective communication and alignment between headquarters, country offices and external stakeholders.

Proposal development

- Provide technical support in the proposal development process in coordination with the Country Director and Programme Development Coordinator.
- Ensure that proposals align with donor priorities, strategies and compliance requirements.
- Lead and contribute to proposal development processes, including drafting narratives, theory of change and logical frameworks.
- Support needs assessments and the integration of evidence into proposal design.
- Coordinate inputs from country offices and technical teams to ensure high-quality submissions.

Strengthen MHPSS technical capacity

- Strengthen MHPSS technical capacity across programmes in collaboration with PMEAL and country teams.
- Evaluate MHPSS interventions and contribute to learning and evidence generation.
- Develop and promote innovative and context-appropriate MHPSS approaches.
- Train and mentor technical staff to enhance programme quality and impact.

Support country offices

- Support country offices in developing and implementing MHPSS programmes and strategies.



- Collaborate with Country Directors and teams on capacity building and training initiatives.
- Maintain donor and partner relationships at country and regional level in coordination with field teams.
- Provide timely and high-quality technical support to country teams as required.

Skills, knowledge and expertise

- Advanced University Degree in Psychology.
- At least 3 years relevant work experience with international projects.
- Knowledge of institutional fundraising including large institutional donors (e.g. World Bank USAID, EU, DFID, etc.);
- Experience in developing Logical Framework, PCM, M&E framework and Theory of Change.
- Proven track record of writing skills.
- Knowledge and working experiences in conflict and post-conflict setting will be required.
- Excellent **English** writing skills, including proposal writing.
- Ambition, drive and passion to further develop and champion effective practices in the area of expertise throughout the organization.
- Experience in development and conducting trainings.

Competencies

- Analytical capacity with the ability to understand the essence of (complex) issues through logical reasoning, the ability to separate primary and secondary issues and the identification of linkages.
- Networking skills to organize knowledge networks and exchange.
- Excellent communication skills: you are clear, convincing, diplomatic and have the ability to motivate others. You are sensitive to differences in culture and educational backgrounds.
- Entrepreneurial skills: you are adaptable, creative, flexible and know how to exploit your knowledge and the knowledge of your colleagues to create new opportunities.

Additional job specific information

- Initial contract duration is 12 months.
- Position includes up to 30% on field missions.
- The position is based in Amsterdam.
- Remuneration package aligned with NGO standards in the Netherlands.



- Working as part of a small, highly motivated and internationally engaged team, closely connected to field operations in fragile settings.
- HNTPO has a 40 hours work week.

How to apply

To apply, please send your CV and application letter (including your motivation), maximum of two pages per document to: recruitment@hntpo.org before May 3rd, 2026.

When applying, please include the following title in the email subject line: MHPSS Programme Officer.

Only applications submitted before the closing date and to our recruitment address will be processed.

Qualified candidates residing in the Netherlands or other EU/EEA countries who are willing to relocate and reside in the Netherlands at their own expense and responsibilities are encouraged to apply.

Only shortlisted candidates will be contacted.

