



Vacancy

Health Advisor – temp. replacement (100%, part time possible) (f/m/diverse)

I. General introduction

Médecins Sans Frontières (MSF) is a private and independent international medical aid organisation. It was founded in 1971 by a group of French doctors and journalists. Whether it is war-wounded people in Yemen, displaced populations in South Sudan or patients with tuberculosis in Central Asia: MSF provides medical aid in more than 70 countries worldwide. The projects are targeted especially at people in need who do not have access to sufficient medical treatment or who are barred from aid. ÄRZTE OHNE GRENZEN e.V. in Germany is one of the 24 membership organisations of MSF. The main focuses of our work lie in the management of field projects, recruitment of field personnel, raising awareness about humanitarian issues, and fundraising. In 2018, ÄRZTE OHNE GRENZEN e.V. collected roughly 158 million Euros in private donations and other income and is currently employing more than 200 staff in Germany.

In the Operations Centre Amsterdam, MSF-Germany, Holland and the UK are sharing ownership and responsibility for Operations in the field missions. This is expressed in programme portfolios managed by Operations Managers (OM), in close collaboration with the Health Advisor(s). Currently, 3 portfolios and the Emergency Desk are run out of Amsterdam, and two portfolios from Berlin. In addition, a medical unit (Manson Unit) is based in London. Each portfolio of countries is supported by a team of advisors (the Operational Support Team, OST), led by the OM.

For the Operations department we are looking for a Health Advisor, starting from preferably mid October 2019.

I. Terms of Reference

Position:	Health Advisor (m/f/d)
Job location:	Ärzte ohne Grenzen, Berlin
Start date:	preferably mid October 2019
Duration:	1 year, replacement, potential extension by 1 year
Job dimension:	100% (40 hours per week), part time possible

Place within the organisation

The Health Advisor hieratically reports to the Head of Operations Department based in Berlin. Functionally the Health Advisor reports to the Health Advisor Coordinator MSF-OCA. The Health Advisor is part of the Berlin based Operational support team. She/he is as well an important part of the wider OCA Public Health Department.

Overall objective of the position

The overall objective of the post is to provide medical and public health leadership in a portfolio of countries, to ensure MSF-OCA interventions effectively address the health needs of the populations we serve. This requires a close working relationship with the Operations Manager, co-owning strategic and day to day decision making in order to develop, lead and ensure implementation of new strategies and interventions. The HA has a functional line directly to the medical coordinator for each country in the field.

II. Tasks:

The health advisor is responsible for leading the implementation, and assuring the quality of, health and medical programmes in their portfolio. This includes:

- Functionally manages the Medical Coordinators for each mission within his/her designated country portfolio.
- Providing medical leadership to countries in one operational portfolio (\pm 3-4 countries), following the direction provided by the MSF-OCA Strategic Plan, annual plans and current MSF medical policies;
- Support implementation and delivery of health programmes with a focus on safeguarding quality and standards.
- Providing expert advice and support to the portfolio (Operations Manager, medical coordinators and country managers) in developing medical and health policies for their countries and translating them into effective operational strategies, including related advocacy and Access Campaign issues;
- Visiting each country/project to review programme direction, quality, and develop strategies, at least once a year;
- Coordinating the support enabling effective working collaboration from internal/external specialist advisors for specific countries;
- Provide direction, support and coaching for Medical Coordinator(s)
- Ensure a periodic assessment process to (a) re-assess strategic direction (b) horizon scanning to ensure awareness of emerging or changing health needs.
- Reviewing/approving key HR appointments (medco, Project coordinators etc) for field projects, and briefing/debriefing of field staff;
- Directing and supporting medical co-ordinators and country managers in implementation of the country planning cycle: country policy, annual planning, and project proposals.
- Stimulating awareness of emerging health problems in populations in countries and in ensuring an appropriate response;
- Ensuring that MSF-OCA field practice meets internationally agreed medical ethics, standards and laws (quality of medicines, treatment protocols, transport of biological and pharmaceutical materials), given contextual constraints.
- Monitoring the quality, outcomes and achievements of programmes.

In addition, the post holder will contribute as requested by the Deputy Medical Director to:

- The development and implementation of new health policies, operational strategies and protocols for MSF-OCA, including the development of pilot initiatives in the field;
- The development and implementation of operational research in MSF-OCA;
- Publication of relevant experience/research in medical and general media;
- Training and representation tasks as delegated by the Coordinator of Health Advisors;
- Other relevant tasks as determined by the Coordinator of Health Advisors.

Local Section Responsibilities

Health Advisors are expected to engage with the office team in order to develop the ambition of co-ownership of operations. They may also be requested to carry out representation tasks

or other activities related to their home society by the GD of their section (or delegate); all of this will be done in collaboration with the HoD and OM to ensure priority and focus is maintained on field operations.

III. Profile:

Required:

- Relevant academic qualifications (e.g. Master of Public Health);
- Proven ability to provide strong leadership and vision in project/programme management;
- Proven strategic and analytical skills in medical programming;
- Excellent communication and negotiation skills (oral and written);
- Knowledge and experience in the humanitarian world; commitment and passion for the goals and work of MSF;
- At least 3 years field experience, preferably with MSF (one or more of any sections);
- Ability to provide emergency support to field programmes for up to six weeks per year at short notice (i.e. 48hrs);
- Flexibility to travel and support projects (up to 30% of the job will be spent on project visits);
- Commitment to ongoing learning and professional development;
- Fluency in English and preferably German /French an advantage.
- Health professional

Preferred:

- broad knowledge and experience in the field of international Public Health and up to date clinical skills in tropical medicine;
- Knowledge and experience in a specialist area, preferably epidemiology, health research or a clinical specialty (e.g. tropical medicine, infectious diseases, paediatrics);
- Ability to motivate and coach professionals.

IV. We offer:

- Payment in accordance with internal salary structure; in this position according to group 6, starting gross salary from min. 3.566,00 to max. 4.513,00 Euro, depending on individual relevant working experience
- Benefits: 30 days of annual leave per year, 13th salary, subsidized public transport ticket, regular increases in salary according to salary structure, company pension (from min. 2 years of employment period) as well as free drinks and fruit
- Meaningful and diversified work within a respectful and positive organization culture
- Insights on international field projects through regular reports, presentations and exchange with colleagues
- Possibility of taking an active part in shaping the organization through cross-departmental working groups, regular staff surveys etc.
- Personal development through in-house trainings and the support of individual training programmes
- Support on work-life-balance through part-time working, working remotely, health promotion and an external psychological employee assistance offer
- A office that is located centrally in Berlin with excellent connections to public transport

As an internationally operating organization, we welcome diversity, open-mindedness and mutual respect. In accordance with our values, we only analyze the professional qualifications in the applications, regardless of ethnical and social origin, religion or belief, gender, sexual orientation or age of the applicant.

We're looking forward to receiving your application until **15th September 2019**. Please submit your complete written application (incl. a letter of motivation in English, CV without photo, certificates) by E-Mail and integrate **all documents into one file** (pdf, max. 5 MB).

Further information can be obtained from:

Martins Dada, Health Advisor Coordinator, Martins.Dada@amsterdam.msf.org

Please note that as a donor organisation we don't cover the travel expenses for a first round interview in Berlin. Thank you for your understanding.

ÄRZTE OHNE GRENZEN e.V.

Human Resources Management, Sylvana Pikowski

Am Köllnischen Park 1 in 10179 Berlin

Per Email: bewerbung.ber@berlin.msf.org

www.aerzte-ohne-grenzen.de