

## Operational Pharmacist in International Pharmaceutical Coordination

Location: Barcelona, Geneva, Paris, Brussels, Amsterdam

Contract: 100% Assignment for a year and with possible extension after successful evaluation or reduction of working hours.

Assignment: 1 year with possible extension after successful evaluation

Starting date: July 2019

Deadline for applications: 13<sup>th</sup> June 2019

### I. MSF INTERNATIONAL

Médecins Sans Frontières (MSF) is an international, independent, medical humanitarian organisation that delivers emergency aid to people affected by armed conflict, epidemics, healthcare exclusion and natural disasters. MSF offers assistance to people based only on need and irrespective of race, religion, gender or political affiliation.

MSF International is the legal entity that binds MSF's 21 sections, 24 associations and other offices together. Based in Geneva, the MSF International Office provides coordination, information and support to the MSF Movement, as well as implements international projects and initiatives as requested. The International Office also provides administrative support to the MSF Access Campaign.

### II. POSITION BACKGROUND

One of the main objectives of the pharma network is to assure the quality of drugs in MSF projects. The pharma network is mainly composed of pharmacists working in the medical departments of the operational centres (section pharmacists, pharma advisors), pharmacists in European Supply Centres (ESC), pharmacists in the Access Campaign and regional/intersectional pharmacists.

Coordination of this network is done by the International Pharmacist Coordinator (IPC) who has a permanent position within the International Office.

Main activities of the International Pharmacist Coordination team (in relation to direct support to operations) are:

- To maintain the coherence of the network (organisation, meetings)
- To facilitate and ensure that common specifications and procedures are implemented and used in all sections and ESCs
- To ensure procurement at field level is in accordance with MSF quality and procurement policy and coordinate and support field visits
- To support development/implementation of the pharma quality of care area, including: pharmacovigilance, clinical pharma, etc.

MSF procurement policy clearly states that medicines used in MSF medical programs must be procured via "international supply" except if there is valid reason not to do so. Given the increasing scope and complexity of the pharmaceutical market, especially at country level,

and the increasing number of regional and intersectional pharmacists under the direct supervision of the International Pharmacist Coordination team, this position's main focus supports procurement at field level and local purchase when needed.

### III. PLACE IN THE ORGANISATION

The Operational Pharmacist reports directly to the International Pharmacist Coordinator as part of the IPC team.

S/he will be in close contact with the pharma network, specifically the section pharmacists group, the OC pharma advisors and regional/intersectional pharmacists.

### IV. OBJECTIVES OF THE POSITION

The objectives of this position are to support the coordinator in the following:

- All aspects related to procurement at field level and local market assessments (LMA)
- Strategic planning and implementation of pharmaceutical activities according to the pharma network plan of activities
- Develop strategy regarding the clinical pharma role in quality of care in the field
- Lead the development of the Med<sup>2</sup> projects in coordination with the OCs referents and in accordance with current development phases
- Represent the SP position in discussions on supply related projects
- Other support to the IPC and pharmacists in the network as needed

### V. MAIN RESPONSIBILITIES

#### **Support in all aspects related to procurement at field level:**

- Ensure close contact with section pharmacists and regional/intersectional pharmacists, being their focal point within the IPC team for any support needed.
- Develop (after approval) and strengthen tools to support section pharmacists and intersectional pharmacists on LMA and local procurement (LP), ensuring they are implemented accordingly.
- Coordinate the field visits and keep the overview of LMA field visits and update the table with the outcomes of the visits.
- Accompany field visits (as necessary) for coaching and support of new section pharmacist or regional/intersectional pharmacist, any new pharmacists who may have to perform technical visits of distributors; or perform field visit on behalf of section pharmacists upon request.
- Follow-up of field visits: give feedback and guidance on reports done by section pharmacists and intersectional pharmacists and bring for discussion any important issue.
- Support ISP and SP to ensure LP databases are reviewed, updated and available for the network.
- Update the list of repartition of countries between section pharmacists and procurement strategy per country and OC as per defined criteria.
- Maintain and update Oodrive repository or relevant platform with documents related to section and intersectional pharmacist's activities (LMA) and with this ensure relevant LMA information is passed to section & intersectional pharmacists.
- Update the table with information on manufacturers/distributors visited at country level and make in available for the network.

- Write the annual analysis report on the MSF medicines purchase based on financial information received from sections analysis local and international purchases (no expired items).
- Liaise with legal department as focal point coordinating pharma input in legal documents like MOUs and HCAs.

#### **Pharma quality of care**

- Develop framework for pharma quality of care together with the sections. Focusing on clinical topics such as good dispensing practices, rational medicine use, antibiotic stewardship, pharmacovigilance, etc.
- Develop HR frame for pharma quality of care together with pharma advisors and HR.
- Develop and support pilot for pharma quality of care focusing on a specific setting, together with sections.
- Liaise with the section pharma experts in the topic, facilitating a harmonised approach and good use of the network resources.
- Coordinate pharma contribution to the ABR taskforce.

#### **Pharma management**

- Lead the topic of GSDP (including transport) from IPC team perspective and engage with the OCs and ESC to harmonise policies and practices.
- Represent, with the necessary consulting, the pharma network in the thermosensitivity project, to review classification codes for all thermosensitive medical products. Coordinate implementation from the pharma side.
- Review and strengthen excursion management practices as a global approach from all OCs and ESCs.
- Liaise with the Supply platform, to provide clarity on the differentiation of medical/supply responsibilities.
- Support the development of intersectional documentation related to pharmacy management topics together with pharma advisors and IPC team.
- As part of the Med<sup>2</sup> projects,
  - Act as tool owner of developed tools, like the Medical Standard List, centralising and coordinating support, input and further enhancements and developments as needed.
  - Support the development of pharma management tools, like the forecasting support tool, together with the pharma advisors and IPC team – to be confirmed according to the project development plan.
  - Lead the development of the last projects (consumption data collection and pharmacy management)
- Work in collaboration with Logistics and Supply to improve pharma management practices.
- Coordinate the pharma advisors group, supporting in defined priorities across OCs.
- Represent, with the necessary consulting, the pharma position in supply related projects as requested.

#### **Actively engage with the international pharmaceutical coordination team on:**

- Contribute to the pharma strategy definition for the Pharma Network.
- Contribute to the planning and implementation of the network objectives in line with the Pharma Network Plan of Action.
- Together with the coordinator and section pharmacists, develop tools for the briefing/coaching of pharmacists and to support their activities.
- Briefing and coaching of new comers (mainly section pharmacists and intersectional pharmacists) on LMA and local procurement assessment tools.

- Organise section pharmacist meetings and follow-up on action points.
- Organise pharma advisor meetings and follow-up on action points.
- Give support to the coordinator on specific requests or dossiers on ad-hoc basis.

#### VI. PROFILE REQUIREMENTS

- Senior pharmacist (degree/diploma in pharmacy)
- Minimum 5 years of experience, with at least 2 years in MSF (with specific focus on the pharmaceutical field perspective)
- Good knowledge of MSF quality and procurement policies
- Fluency in English (French would be an asset)
- Mature with strong interpersonal and organisational skills
- Team player
- Ability to work independently and ability to report
- Organised, with attention to details
- Willingness to travel regularly in Europe and in the projects
- Able to represent MSF in relevant meetings

[Apply here](#)

***Only shortlisted candidates will be contacted***

***MSF is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals with disabilities are equally encouraged to apply***