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 assists 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, 25 associations and other offices together. Based in Geneva, MSF International provides coordination, information and support to the MSF movement, and implements international projects and initiatives as requested.

The MSF International Board is the associative governance body delegated to oversee the entire MSF association. It is comprised of the International President, the President or Chair of the Board of the five operational centres, six members elected by the International General Assembly (the highest governance body of MSF) (known as IB elect) and the International Treasurer.

The Core ExCom provides leadership, guidance and oversight of MSF’s international executive management in line with the principles and values of MSF as outlined in the Charter and related documents. It carries out this role by overseeing international issues related to the direct implementation of the MSF social mission and ensuring implementation of policies and priorities agreed in an annual/multi-year Work Plan. The Core ExCom has direct oversight of all international executive platforms and has a responsibility to ensure that emerging international issues are dealt with efficiently and effectively, referring them to the IB, Full ExCom or Core+ ExCom as appropriate. The good functioning of the Core ExCom is essential for the functioning of the international executive as a whole.

II. Place in the organisation

The Project Coordinator works for the International Board. They will report directly to the Chair/s of the Becoming the MSF we want to be working group. At present (September 2020) the working group is composed of IB members, Core Excom members, association members.

III. Background:

Over the past years, the International Board has been working at the behest of the International General Assembly (IGA), to guide the MSF Movement in a common reflection on how MSF should evolve over the coming 10 to 15 years. There is common agreement that the present make-up of MSF is no longer realistic in the present global reality and in some ways, constitutes a barrier to ensuring that we remain a robust, effective and agile organisation with the ability to continue to support highly vulnerable population’s urgent health needs in diverse humanitarian situations across the globe.
While there appears to be some indications or understanding around the movement on what constitute major barriers or obstacles to achieve critical success, there is a need to take the next step forward and try to imagine what alternative institutional set-ups and/or necessary changes might best prepare MSF for the future to face internal and external challenges. The question that has underwritten the exercise ‘Becoming the MSF we want to be’, is where are decisions made in MSF? Are they timely and pertinent? Are those taking them best placed to do so? These questions go towards the robustness, flexibility, timeliness and appropriate nature of our interventions to support patients, communities and populations.

The Review of the MSF Global Institutional Footprint (GIF, 2016, Excom) was helpful in propelling this issue into mainstream MSF discussions. The IB Call for Change document from 2018, aimed to express common concerns in a condensed manner to rally the movement and further the discussion under four pillars (medical relevance, valuing people, using our voice and organisational structure). The IB has been tasked by the IGA to work on additional guidance around issues, including shared financial mechanisms (beyond the resource sharing agreement), people issues (global workforce) and institutional set-up. To this end the IB held two additional workshops in 2019 (Amsterdam, Feb. and Geveva, April). The February workshop, with diverse operational directorate participation, gave further food-for-thought and exposed the institutional discomfort and different understandings on where change needs to happen and at what pace. It also confirmed common concerns around the present diagnosis on where MSF finds itself today.

The April workshop resulted in the document, The Next Chapter, a purposeful provocation, proposing a potential alternative institutional set-up, keeping concepts co-ownership, multi-centricity, potential better resource sharing mechanisms and reduction of duplication. The purpose of this process was to create a movement wide conversation through different mediums and venues (virtual and in-person) and to facilitate as much participation as possible. This dynamic was an important step in allowing as many people as possible a voice in this process. A toolbox to support conversations and contributions exists, but this process was later incorporated to “the Becoming the MSF we want to be” with the decision to work on a more comprehensive comparison of the OC strategic plans. This decision taken in Feb. 2020 when an amended roadmap was adapted to include this step.

The Becoming the MSF we want to Be process, is complexified by the scope of ongoing dossiers that have both influence and impact on potential outcomes. The recent comprehensive exercise of the synchronisation of the 2020-2023 Strategic Plans (SP), across the movement and specifically within the Operational Centres, provides a unique opportunity in MSF history. This brings an opportunity and responsibility to create a shared diagnosis, bolstered by multiple ongoing collaborative processes that have been happening consecutively across MSF today, (global workforce, rewards review, RSA, mutual accountability, structural analysis, efficiency initiatives, SITS, supply projects, etc. and ongoing initiatives (WACA, SEEAP, CAMINO). The report “A state of affairs, becoming the MSF we want to be”, Sept 2020, will help define next steps.

However, it is already evident to the working group steering this process that a project coordinator is needed to better shepherd the process. While the state of affairs report has brought one piece of the puzzle, the shared diagnosis and movement wide consultative process is still necessary. The COVID19 pandemic has interfered with the timing and new time lines are yet to be agreed. This post is foreseen for an initial period of 6 months.
IV. OBJECTIVES OF THE POSITION

The project coordinator will be responsible for the design and implementation of the MSF movement wide, shared diagnosis portfolio as part of the Becoming the MSF we want to Be process.

Ensuring from the onset and throughout the project a wide, diverse and representative participatory process, with special attention to MSF frontline workers, process is core to its success and legitimacy.

V. MAIN RESPONSIBILITY

- Develop project plan and budget / resource requirements
- Support relevant discussions and events on executive and associative levels through networking
- Create a repository of relevant background documents
- Ensure accessible tools in support of the process
- Engagement of and with external experts (e.g. on organizational change / design management
- Prepare, facilitate, follow up key discussion moments / events
- Compile and process feedback from movement
- Assist drafting final document
- Planning and facilitation of IGA sessions

VI. POSITION REQUIREMENTS

- Experience in Humanitarian field
- Proven expertise in MSF project management and strategic planning, preferably with processes involving associative and executive.
- Understanding of MSF political architecture, dynamics and drivers
- Skilled facilitator with strong communication and presentation skills.
- Strong knowledge of English
- Expertise and knowledge of how to work in a virtual environment, skilled with use of new IT tools and apps.
- Significant travel (COVID dependent)

Considered as advantageous:

- Intercultural dynamics experience
- Change management experience
- Knowledge of additional languages
- Social research skills