

DIAGNOSTIC NETWORK WORKING GROUP LEADER

Title: Diagnostic Network Working Group Leader (Laboratory and Diagnostic Imaging Working Group)
Location: An MSF Operational Centre – Geneva, Amsterdam, Brussels, Paris or Barcelona, including up to 25% travel – mostly within Europe
Duration: Full-time, long-term contract
Reporting to: The International Medical Coordinator and the Medical Director of the Diagnostic Network

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. Based in Geneva, MSF International provides coordination, information and support to the MSF Movement, as well as implements international projects and initiatives as requested. MSF International also provides administrative support to the MSF Access Campaign.

II. CONTEXT AND RATIONALE

MSF, as a medical humanitarian organization is committed to improve the quality of its field projects. In order to better define the MSF vision, medical policies and strategies as well as improve the implementation of our action in the field, the intersectional medical and technical working groups and networks have been organized between the medical departments of the MSF sections.

The working groups and networks are part of the ways to improve intersectional coherence and coordination, to increase collaboration, and to share resources and tasks between the different sections.

The medical directors have set the expectations from the working groups and networks as follows:

- To participate actively in the definition of MSF strategy and vision in the relevant domain;
- To produce policies, guidelines and field implementation tools for DirMed approval / endorsement;
- To monitor implementation of policies and recommendations;
- To prospect creatively external development and literature;
- To ensure coordination and prioritization of operational research agenda;
- To provide info and participate in medical advocacy on the topic;
- To propose and participate in cross sectional evaluations;
- To conduct training and internal dissemination of knowledge;
- To network with external experts;
- To share experiences;
- To provide technical support and respond to technical questions;
- To propose and validate standard articles to be introduced in MSF catalogues and order lists.

Conversely, the medical directors have also the responsibility to ensure the dynamics and rationalisation between working groups and to set priorities in the needs and requirements for specific working groups according to the objectives of the MSF movement. This is translated partly in the resources (human and financial) attributed to each working group. The medical directors regularly review the priorities.

III. POSITION IN THE ORGANISATION

Reports hierarchically to the International Medical Coordinator and fonctionnally to the the medical director in the working group.

IV. OBJECTIVE OF THE POSITION

The leader of the working group is expected to coordinate and facilitate the Diagnostic Network and specifically the Laboratory and Diagnostic Imaging Working Group's internal dynamics and activities, to reach the objectives mentioned above, according to WG's action plan.

V. MAIN RESPONSIBILITIES

Leadership and coordination

- Coordinate and lead the Laboratory and Diagnostic Imaging WG;
- Supervise staff employed under the Diagnostic Network: e.g. intersectional diagnostic imaging advisors (3 FTEs), a position on laboratory working group support (0.4 FTEs), short-term contracts as well as consultants and volunteers working for the Diagnostic Network;
- Coordinate the development of strategies for direct implementation on the commonly agreed issues (minimum activities package, trainings, norms, etc.) on diagnostics;
- Participate/coordinate the necessary work to define MSF strategies to respond to diagnostic needs and other future possible challenges;
- Promote synergy between the OC's through coordination, sharing, dissemination, and consensus on practical tools, research, training;
- Coordinate / promote these in the different platforms (training, e-learning if relevant, etc.);
- Support medical and operations departments (via the specialists / health advisors from the 5 OCs) in all MSF sections to facilitate integration of the MSF recommendations into mission plans;
- If requested by the medical directors, provide annual intersection report on diagnostic activities implementation (quantitative and if possible qualitative analysis); if needed, analyse commonalities and divergence in diagnostic activities programming and implementation among the sections;
- With the medical directors' input, challenge the operations departments to improve implementation if needed;
- List the questions to be addressed by operational research and coordinate the MSF operational research agenda on the topic;
- Coordinate the repartition of research projects according to section strengths, willingness and ambitions and practical considerations;
- Follow collaborations with research institutes for intersectional projects;
- Prepare the working group's yearly action plans and analyse progress accordingly;
- Report annually to the medical directors on working group progress and achievements;
- Act as a contact point for the medical directors, the Access Campaign etc. on diagnostics;

- Ensure smooth functioning of the ambassador system to other working groups and with other WG leaders ensure good communication on issues of mutual interest;
- Identify and support the focal person in the group to link with ITC for updating catalogues and order lists and revise kits content;
- Work in close collaboration with the coordinator for the quality assurance of medical devices and organise collaboration (via focal person in the working group if needed);
- Organise the working groups meeting and activities (agenda, minutes, circulation of documents etc.);
- Coach and support new comers according to needs.

Technical support, training and operational research

- Organise active monitoring of external developments (tools, programme implementation, etc.) and the review of relevant literature and inform medical departments and field teams accordingly;
- Support operational research projects according to needs (including for publication);
- Participate in cross-sectional evaluations if relevant: needs analysis, terms of reference, recommendations analysis, etc.;
- Identify the needs for guidelines, standard reporting, software development and propose actions accordingly;
- Coordinate the development/revision of guidelines and field implementation tools if needed;
- Support working group members in their project support and follow-up;
- Organise experience-sharing between the working groups members;
- Analyse the needs for specific training activities and participate / coordinate with those activities accordingly (eg. US trainings, laboratory workshop);
- Direct the selection, compilation, classification of reference documents on the topics and provide information to documentation centres to update their list accordingly;
- Organise the review of the diagnostic market according to set priorities and revise standard articles (diagnostic equipment and diagnostic tests incl. accessory equipment) for MSF catalogues, order lists and kits;
- Participate in or perform at least one field visit per year (preferably in the projects of several sections).

Communication and networking

- Improve communication and collaboration with the operational sections, health/specialist advisors, other WGs and directors, and provide feedback to the relevant health advisors;
- Coordinate the international network of external experts and maintain an overview of the “national/sectional” network of external experts to encourage coherent external representation;
- Coordinate the MSF representation in external meetings and networks and act as focal points according to needs;
- Organise and maintain an updated technical folder on Tukul (or other intersection intranet platform) that can be used as a field virtual library/reference folder on the topic;
- Provide information and participate in medical advocacy.

VI. REQUIREMENTS

Education:

- Medical doctor with special interest and experience in diagnostics (laboratory and diagnostic imaging) and preferably technical experience
- Masters or PhD in relevant field: e.g. Master in Public Health (MPH)

Work experience

- Experience in two different MSF projects (minimum of six months each) in resource-limited settings; preferably 18-24 months;
- At least one year experience with exposure to MSF laboratory programs in humanitarian crisis situations, preferably with MSF;
- Experience in developing policies and strategies;
- Experience in management, team leading and coaching;
- With strategic view, and experience in the development of policies and strategies.

Specific skills

- Fluent in English (French and/or Spanish would be an asset)
- Writing capacities
- Mature with strong interpersonal, communication and organisational skills
- Ability to represent MSF in relevant meetings
- Ability to work and report independently
- Ability to motivate and lead colleagues
- Willingness to travel in Europe and other conference locations and field projects up to 25% of the time.

Starting date:	ASAP
Contract:	Full-time, long-term contract
Location:	One of the MSF Operational Centres (Brussels, Barcelona, Paris, Amsterdam, Geneva)
Deadline for applications:	4th August 2017

Please submit all applications only by email to:
IO-recruitment.gva@msf.org stating “Diagnostic Network WG Leader” in the subject.

Please submit only ONE file containing your CV and cover letter, and name the file with your last name only.

Only short-listed candidates will be contacted.