

EPIDEMIOLOGY ADVISOR JOB DESCRIPTION



MEDECINS SANS FRONTIERES/DOCTORS WITHOUT BORDERS (MSF) UK

JOB DESCRIPTION

JOB TITLE:	Epidemiology Advisor
DEPARTMENT:	Manson Unit (MU)
HOURS:	20 hours per week
REPORTS TO (JOB TITLE):	Epidemiology and Public Health Team Lead
LOCATION:	London
DURATION:	FTC until 31 December 2023
SALARY:	£25,928.42 per annum (£24,178.42 p.a. non-London weighting)

MANSON UNIT (MU)

The MU is a multi-disciplinary medical team within MSF UK and is the London based part of the PHD. We aim to improve the quality of MSF's medical programmes worldwide, so the best possible care is delivered to our patients.

The MU is a team of 30 comprised of medical doctors and specialists in infectious diseases, non-communicable diseases, health information systems, epidemiology, geographical information systems, medical editing and research communication. We also have a clinical trial team working towards improved treatments for patients with drug-resistant tuberculosis. We provide direct support to our field programmes through specialist advice on medical issues, implementing new ways of working, supporting research studies and outbreak response.

JOB PURPOSE

Our Epidemiology Advisors support health surveillance, and data management; provide rapid response to disease outbreaks and emergencies and facilitate field-based surveys and support operational research. This epidemiological capacity strengthens routine health data collection and analysis and improves evidence-based decision-making, including research in our field projects.

DIMENSIONS

No budget accountability.

DATE:	
Signed: (Job Holder)	
Signed: (Manager / Director)	

EPIDEMIOLOGY ADVISOR JOB DESCRIPTION

People: Lead in training and mentoring of the Epidemiology Activity Managers and Field Epidemiologists and provide leadership and advisory support to field teams to ensure quality. Provide trainings in specific universities, academies and in the field as well as supervise students with their master thesis in Epidemiology studies.

Other:

MSF's wider agenda through developing and influencing key relationships within the MSF movement and externally on health programs.

Resolve complex epidemiological issues taking into account risks and benefits for patients, OCA, the broader MSF movement and external stakeholders, anticipating long term consequences of change and future trends.

Responsibility from development to implementation of research projects including new avenues of research with varied and innovative solutions in situations where judgment has to be continually exercised, sometimes within demanding timescales.

Contribute to the development of MSF Epidemiology activities ensuring these are translated into operational field team plans and objectives, this includes the contribution and formulation of annual plans for Epidemiology which sets and communicate objectives, monitoring the performance of others, and evaluate achievements against these plans.

ORGANISATIONAL STRUCTURE

Epidemiology advisors mainly connect with three groups of people

1. Other HQ advisors and HQ field support teams
 - a. Social Science team: child protection implementer, Anthropology advisor, Health Promotion advisor
 - b. Health Advisors
 - c. eHealth Medical Content Advisor
 - d. eHealth advisor.
 - e. Infectious Diseases Advisor
 - f. GIS Advisor
 - g. Research & Innovation Team
 - h. Wash Advisor
 - i. Paediatric Advisor
 - j. Sexual and Reproductive Health Advisor
 - k. Person Centred Care Advisor
 - l. Research Committee and Ethical Review Board

2. In the field
 - a. Directly support and supervision of Field Epidemiologists and Epidemiology Activity Manager
 - b. Support the MedCo and Medical Team Leads (MTLs) via the medical Support Team (MST) platform
 - c. Support Field Researcher with design and analyses of operational research
 - d. Support Medical Activity Manager with data analyses.

DATE:	
Signed: (Job Holder)	
Signed: (Manager / Director)	

EPIDEMIOLOGY ADVISOR JOB DESCRIPTION

3. In other OCs and externally
 - a. Epi Network: Epidemiology Advisors in other Operational Centres and Epicentre
 - b. European Centre for Diseases control
 - c. World Health Organisation (WHO)
 - d. Academia: universities like London School of Hygiene & Tropical Medicine (LHSTM) and Royal Tropical Institute, Netherlands (KIT)

CONTEXT

The Public Health Department (PHD) of Operational Centre Amsterdam (OCA) supports the overall purpose of MSF, providing medical and public health leadership for the organisation. The department is responsible for providing strategic direction and integrated advice on medical and public health issues to the field and headquarters.

The MU is a multi-disciplinary medical team within MSF UK and is the London based part of the OCA PHD. We aim to improve the quality of MSF's medical programmes worldwide, so the best possible care is delivered to our patients.

The Epidemiology and Public Health (EPH) team is within the MU with epidemiologists, geographical information system and public health specialists. The team supports field and headquarter teams to make evidence-based, data-driven decisions on medical and public health activity. This is achieved through:

- effective and relevant data gathering in surveillance systems, health assessments and surveys, operational research, and outbreak investigation and response
- supported analysis and interpretation of this data
- an operating model based on strong field epidemiology, and public health capacity with ready access to expert support
- innovation in technology, data visualisation, survey methodology and operational research to enhance these activities
- collaboration with other units to achieve change in our projects.
- Developing geographical layers for mapping field activities.

ACCOUNTABILITIES

- Provide expert advice and specialist support across MSF OCA, operations and colleagues within the PHD on Epidemiology.
- Ensure implementation of the operational policy (development, introduction and continuous improvement) of the PHD in the field of expertise.
- Promote the vision of the PHD in the field of Epidemiology.
- Provide expert advice to support of intra-disciplinary and inter-disciplinary program activities regarding

KEY PERFORMANCE INDICATORS

Number of:

- surveys supported
- other research projects supported
- surveillance system set-up supported
- surveillance systems evaluated (formal or informal)
- outbreaks/emergencies supported (remote or in-person)

Respond to questions from the field within 24 hours.

Pro-actively follow-up with field

DATE:	
Signed: (Job Holder)	
Signed: (Manager / Director)	

EPIDEMIOLOGY ADVISOR JOB DESCRIPTION

<p>Epidemiology services in the assigned Medical Support Teams (MSTs).</p> <ul style="list-style-type: none"> • Provide expert advice and technical support to colleagues on inter-disciplinary issues regarding the field of expertise. • Contribute to the development of guidelines, protocols, training tools, etc, to support the Epidemiology policy. • Keep up to date with the latest developments in the field of expertise through operational and literature research and data analysis. • Monitor and evaluate the quality of the interventions in the programs for Epidemiology within the assigned MST. • Communicate Epidemiology priorities. • Execute field visits to coach and advise field staff on Epidemiology. • Provide training of staff on internal training courses, and ensures knowledge transfer on new policies, protocols, guidelines, etc. • Contribution to the development of the 2020-2023 Epidemiology and Public Health strategy led by the Epidemiology and Public Health Team Lead. • Support MSF UK/IE Fundraising activities as required. • Be available to assist in emergency responses specific area of expertise with associated health and security risks. 	<p>epidemiologists at least once every three weeks.</p> <p>Active participation in the allocated country (five) MSTs.</p> <p>Review the countries ACP and SCP of all five countries.</p> <p>Number of field epidemiologists trained and regularly using epidemiological tools.</p> <p>Number of templates contributed to.</p> <p>Number of internal training courses conducted.</p> <p>Appear as Principal investigator in X OCA operational research projects (Survey design finalised and approved by MSF ERB) and as an Author in X research articles.</p> <p>Coordinate the external academic input into MSF research.</p> <p>Contribute to material and guidance developed by the team.</p> <p>Number of countries/networks contacted to discuss some form of collaborations.</p> <p>Visit 1 to 3 field projects each year.</p> <p>-Travel to the field to support eDesk projects as necessary.</p>
--	--

CHALLENGE & CREATIVITY / DECISION-MAKING

The job holder is the ultimately decision maker whether to proceed with surveys and surveillance projects implemented in the field. Health surveys are large activities that require careful planning, technical input and resources: both monetary and human resources since they can mobilise several teams for several weeks.

The job holder is also actively involved in the management of outbreak response and operational research. And advise in the development of the annual planning of MSF OCA missions.

DATE:	
Signed: (Job Holder)	
Signed: (Manager / Director)	

EPIDEMIOLOGY ADVISOR JOB DESCRIPTION

Other challenges include to remain available for field deployments.

KNOWLEDGE, SKILLS & EXPERIENCE

- Masters in Epidemiology or Public health (with strong epidemiology modules).
- Epidemiology experience gained in humanitarian settings.
- Skills and proven experience in medical data management and analysis.
- Experience and skill in designing, implementing and analysing health facility and community-based surveillance systems.
- Demonstrable ability and experience in population-based surveys (mortality surveys, vaccination coverage surveys, nutritional surveys and others), and/or cross-sectional studies and the process of designing and implementing epidemiological studies.
- Skills and proven experience in supporting the use of data in decision-making and developing data literacy in others.
- Computer literate with demonstrable ability and experience using epidemiological and health information system software such as R, STATA and Excel, Epi-info, Epi-data, District Health Information System 2(DHIS2)
- Previous proven experience in report-writing and publication of epidemiological research studies and surveys.
- Thorough understanding around ethical issues in research, particularly in humanitarian settings.
- Experience in training and supervision of other epidemiologists
- International field experience with MSF or equivalent INGO.
- Fluent in written and spoken English. And ideally French and/or Arabic.
- Experience with mapping/GIS techniques, dashboard development, and use of mobile data collection.

COMPETENCIES

- Solid interpersonal skills with willingness and ability to communicate effectively with senior operational management, national authorities and other international organisations.
- Commitment to the aims and values of MSF.
- Willingness to spend up to one third of your time in the field, in humanitarian settings, including insecure areas, outbreaks and emergencies.

ADDITIONAL INFORMATION

MSF UK/IE is dedicated to safeguarding everyone who comes into contact with the organisation, for whatever reason and however brief. All posts are subject to safer recruitment process which include robust reference requests, scrutiny of employment history and where applicable criminal record and barring checks.

Our safeguarding commitment is underpinned by policies and procedures which encourage and promote safe working practice across the organisation. On joining MSF UK/IE you will be required to attend safeguarding training to ensure responsibility for and maintaining safe working practice and to safeguard our teams, beneficiaries, and communities.

Candidates must have the right to work in the UK.

DATE:	
Signed: (Job Holder)	
Signed: (Manager / Director)	

EPIDEMIOLOGY ADVISOR JOB DESCRIPTION

For positions where a criminal record check is identified as necessary, an application for a Disclosure and Barring Service (DBS) certificate will be submitted in the event of the individual being offered the position.

MSF UK is an equal opportunities employer. We are committed to diversity and creating an inclusive environment for all employees. We encourage applications from all sections of our diverse community.

HOW TO APPLY

Please apply on our website by submitting a copy of your **CV** together with a **letter of motivation (please upload as one document)** by the closing date.

Incomplete applications will not be considered.

APPLICATION CHECKLIST

Please check that you have included the following in your application:

- An up-to-date CV
- Letter of Motivation, which is a supporting statement demonstrating how you meet the key requirements of the role

Recruitment timetable:

- **Closing date for applications: 16 October 2022, 11.59pm (BST)**
- **Interviews: TBC**
- **Proposed start date: ASAP**

For questions, issues or further information, please contact Recruitment.UK@london.msf.org.

DATE:	
Signed: (Job Holder)	
Signed: (Manager / Director)	