



MEDECINS SANS FRONTIERES/DOCTORS WITHOUT BORDERS (MSF) UK

JOB DESCRIPTION

Job Title: Health Promotion Advisor

Department: Manson Unit

Hours: 40 hours per week

Reports to: Social Science Team Lead

Location: London/Amsterdam

Duration: Fixed term until July 2023

Salary Grade: 5.1

Salary: £51,856.84 per annum (£48,356.84 p.a. non-London weighting)

MÉDECINS SANS FRONTIÈRES/DOCTORS WITHOUT BORDERS (MSF)

Médecins Sans Frontières/Doctors Without Borders (MSF) provides life-saving emergency relief and longer-term medical care to some of the most vulnerable and excluded communities around the world. As an international medical humanitarian organisation, we deliver care based only on need, regardless of ethnic origin, gender, religion or political affiliation.

MSF has around 40,000 local and international staff working in over 70 countries, in some of the most challenging places in the world. Our medical humanitarian projects are supported by teams in 32 countries, including the UK, spread across Europe, North and South America, Asia, Africa and Australasia.

At MSF UK, we support MSF's operations by building relationships with our supporters, increasing awareness of our work, raising funds, providing specialist medical expertise, catalysing change on medical humanitarian issues and recruiting field staff. MSF UK personnel are dynamic, hard-working, enthusiastic and committed to MSF's values and aims.

THE PUBLIC HEALTH DEPARTMENT

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 PHD plays a key role in developing and maintaining the medical humanitarian identity and image of MSF-OCA, and in continuing to develop and improve intervention strategies so as to be relevant and effective.

The PHD is made up of health programme managers and clinical and public health specialists, mostly based in the MSF offices in Amsterdam, Berlin and London. In addition to providing medical management of MSF's field operations, the PHD gives technical and strategic guidance across a range of fields including infectious diseases, non-communicable diseases, mental health, nutrition, paediatrics, and vaccination as well as epidemiology, health promotion, laboratory, pharmaceutical quality/medical supply, and water/sanitation.

The 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

Work within the social science team the Health Promotion Advisor provide expert advice and specialist support within the PHD and across OCA operations on health promotion (with community engagement) programming; and implement the operational policy (development, introduction and continuous improvement) of the PHD in health promotion intervention strategies.

MAIN DUTIES AND RESPONSIBILITIES

Operational Engagement:

- Promote PHD's vision of health promotion with community engagement.
- Propose programme activities (intervention strategies) and gives expert advice regarding programme set-up.
- Initiate and develop an integral and coherent policy in health promotion and community engagement; developing guidelines, protocols, training tools and best practice to support this.
- Provide timely answers for field-based colleagues' questions on health promotion and community engagement activities.
- Provide expert advice and technical support on health promotion programming to the department (Health Advisors and relevant technical specialists) and to MSF work groups on inter-disciplinary issues (e.g., adolescent care, working in restricted contexts, palliative care, antibacterial resistance, people centred care).

Analysis and Initiative:

- Initiates/performs operational and literature research and analyses developments in the field of health promotion and community engagement in line with MSF OCA's strategic plan and the annual plan.
- Monitor and evaluate the quality of health promotion interventions in the OCA's programmes to further develop the health promotion and community engagement policies and strategies.
- Collect and analyse community data in collaboration with other PHD specialists.
- Understand health seeking behaviour pathways, barriers and enablers to accessing healthcare, local community behaviour and/or risk practices so to adapt health activities to the target groups.
- Assess the organisational need for information on health promotion and provide what is required.
- Analyse relevant project experiences and make creative/innovative recommendations for delivering health promotion activities in humanitarian contexts.
- Post field deployment debrief staff on health promotion and community engagement to make ongoing improvements.

Planning and Organising:

- Ensure health promotion is considered for all PHD topical annual and strategic plans.
- Maintain regular communication with Social Science Team Lead on progress against annual plan activities.

Resources:

- Develop content for support tools (including online) for knowledge dissemination.
- Manage the financial resources of the area of work; preparing financial forecasts for the activities; managing expenditure to obtain best value for money for MSF and in accordance with MSF's financial and procurement policies and procedures.

Develop Others:

- Undertake field visits to coach and advise field staff on health promotion with community engagement.
- Work with Human Resources colleagues on the recruitment of health promotion and community engagement supervisors/activity managers to support the maintenance of (specialised) health promotion and community engagement staff.
- Develop and deliver internal staff training courses on health promotion and community engagement - ensuring knowledge transfer on new policies, protocols, guidelines, etc.

Build Relationships with:

- Social Science team and wider PHD colleagues to share innovation, ongoing issues, ideas, and trainings.
- Medical Co-ordinators, Health Promotion Managers, Health Advisors and Operations on health promotion and community engagement interventions to safeguard and enhance the quality of programmes.
- Relevant partners within other MSF sections on health promotion and community engagement strategy and technical developments to cooperate, harmonise and exchange knowledge.
- Relevant external specialists and institutions, to build a network to exchange knowledge and to represent MSF on all aspects of health promotion and community engagement.
- The public engagement teams to promote the work of MSF on health promotion and community engagement.

This job description is not intended to be all-inclusive. Employee may perform other related duties to meet the ongoing needs of the organisation. This job description does not form part of the contract of employment.

PERSON SPECIFICATION**Essential knowledge, skills and expertise:**

- A Master's degree or equivalent higher qualification in health promotion, public health, sociology, social science, allied disciplines or equivalent experience.
- Post education experience working in Health Education and Promotion in humanitarian contexts.
- Proficiency in delivering training and supervising health promotion teams.
- Previous work experience with communities and/or local associations on awareness raising, prevention, mobilisation and/or community strengthening including work with patients and community members in humanitarian settings.
- Experience in designing and delivering health promotion activities in humanitarian contexts using innovative approaches: drama, music, graphic design, storytelling, writing, multimedia, social media.
- Ability to conduct rapid assessments (for example, situation analysis).
- Understanding of geographic and social mapping of communities.
- Previous use of specific tools to measure and follow up health promotion activities.
- Demonstrable experience in developing locally strategic health promotion with community engagement work plans / guidelines.

- Ability to work autonomously in a fast-paced, multi-cultural workspace and within a multi-disciplinary team
- Proficient knowledge and experience of how to support Anthropologists in contextualisation of health promotion and Community engagement activities.
- Demonstrable knowledge of community-based and person centre approaches.
- Good technical report / proposal writing skills and presentation and interpersonal communication skills.
- Fluency in written and spoken English: minimum C2 level.
- Strong MS Office skills including Word, Excel and O365.
- Commitment to the aims and values of MSF.

Desirable:

- Degree or equivalent in a public health specialism.
- Working knowledge B1 level French or Arabic language.

Candidates must have the right to work in the UK.

MSF UK/IE 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.

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: 10 July 2022, 11.59pm (BST)**
- **Interviews: w/c 18 July 2022**