

Médecins Sans Frontières – OCBA (Operational Centre Barcelona - Athens) is looking for an:

EMERGENCY COORDINATOR FOR THE EMERGENCY UNIT (1 YEAR CONTRACT)

Do your skills and experience not precisely match the requirements? MSF-OCBA is an organisation committed to promoting diversity and equity by providing equal access to professional opportunities. We understand that women, people of colour, indigenous individuals, members of the LGTB community, and other underrepresented groups often hesitate to apply for employment if they don't meet all the requirements. At MSF-OCBA, we strive to create a diverse, inclusive, and genuine workplace. Therefore, if you're interested in this position but your experience doesn't align perfectly with the selection criteria, we encourage you to apply anyway. You might be the ideal candidate for this or other positions.

GENERAL CONTEXT

Médecins Sans Frontières is an international independent medical-humanitarian organization, which offers assistance to populations in distress, to victims of natural or man-made disasters and to victims of armed conflict, without discrimination and irrespective of race, religion, creed or political affiliation.

MSF is a civil society initiative that brings together individuals committed to the assistance of other human beings in crisis. As such MSF is by choice an association. Each individual working with MSF does it out of conviction and is ready to uphold the values and principles of MSF.

The MSF movement is built around five operational directorates supported by MSF's 24 sections, 24 associations and other offices together worldwide. MSF OCBA is one of those directorates. The operations are implemented by field teams and the mission coordination teams; together with the organizational units based in Barcelona, Athens and decentralised in Nairobi, Dakar, and Amman. The field operations are guided and supported by 5 Operational Cells, the Emergency Unit and other departments supporting operations.

ACCOUNTABILITIES

Emergency responses fall under the responsibility of the Operations Department, specifically the Emergency Unit (EU).

The operational plan is channelling most of its energies and capacities to-wards providing lifesaving and comprehensive care for victims of acute and protracted conflict and violence, emphasizing high quality interventions and the safety and dignity of patients. In doing so, OCBA will have Emergency response to acute needs at the forefront of our organizational priorities and culture, in a range of 20 to 30% of our operational volume.

We will continue improving timely and appropriate emergency response in conflicts, to outbreaks and to acute nutritional crises.

JOB GENERAL OBJECTIVE AND CONTEXT

Hierarchically accountable to the Head of the Emergency Unit (REUE), he is part of a team composed of around 20 people of MSF OCBA "Emergency Team", or emergency pool. A typical intervention is composed of a General Emergency coordinator Or Field Coordinator depending mainly of the size of the emergency, emergency medical/logistic/financial coordinators and

medical/logistic/financial technicians. (S) He will be responsible to support and manage all activities developed by the teams working for MSF OCBA in the field, ensuring a suitable response. Exceptionally and if timely adequate, (S) he will also be in charge of launching regular activities and/or projects in countries where MSF OCBA is not present.

MAIN RESPONSIBILITIES/TASK

- Lead the team Mission and Projects in the field.
- Contribute to formulate, validate, and implement the action plan.
- Is the final accountable of activity implementation in the mission
- Coordinate and communicate the team, with mission, HQ, and other stakeholders.
- Contribute to formulate and validate the security plan, together with the LOG Coordinator.
- Is responsible of the security with the advice and support of the logistic responsible
- Capitalize and share information with the rest of the team.
- Actively evaluate the impact of the intervention and the appropriateness of the strategy at anytime.
- Make sure appropriate actions are taken to ensure the physical and mental well-being of the team (s)he is in charge of.

SELECTION CRITERIA

Education and experience

- MSF experience of minimum 18 months or 3 missions and preferably in emergencies and/or insecure context. Alternatively, experience in similar other organisations will be considered.
- Experience in managing large team.
- Fluent (master them as working language) in two of the three following languages: Spanish, English and/or French. Other languages are an asset.
- Good IT knowledge: Microsoft Office package.
- Having followed the PSP and Field Co course will be considered a plus.

Others

- Availability to travel frequently and be based overseas.
- Availability to work in unstable contexts.

CONDITIONS

- Based in the field during interventions.
- Salary defined by the MSF-Spain salary grid (pool UE conditions, IRP2).
- Commitment: minimum 1 year.
- Starting: asap.

HOW TO APPLY

- To apply, please, follow the link below and submit your **CV** and **cover letter**.
- <https://careers.msf-applications.org/job-invite/8139/>
- Closing date: **September 3rd 23:59 CET** (Central European Time).

MSF is committed to achieving workforce diversity in terms of gender, race, nationality, and culture. Individuals from minority groups, indigenous groups and persons with disabilities are encouraged to apply. We are committed to achieving a balanced gender distribution and therefore encourage women to apply.

All applications will be treated with the strictest confidence. MSF provides a work environment that reflects the values of gender equality, teamwork, integrity and a healthy balance of work and life. MSF does not tolerate sexual exploitation and abuse, any kind of

harassment, including sexual harassment and discrimination. All selected candidates will, therefore, undergo reference checks.

Médecins Sans Frontières, as a responsible employer, under article 38 of “Ley de Integración Social del Minusválido de 1982 (LISMI)” invite those persons with a recognized disability and with an interest in the humanitarian area to apply for the above-mentioned position.