MC21100
STAFF HEALTH LEAD

Level 10

Reports to (Hierarchical)
Intersectional Medical Manager/ Medical Coordinator

Reports to (Functional)
Staff Health Unit

Main Purpose
Define and oversee the health and well-being of staff across the country program. Ensures the implementation of MSF's staff health policies, promotes a healthy working environment, and provides expert guidance on general health, occupational health, mental health, and emergency medical support for both International Mobile Staff (IMS) and Locally Recruited Staff (LRS) and their dependents. The Staff Health Lead will work closely with the country program teams to design and implement strategies that prioritize staff safety, well-being, and resilience.

Accountabilities
Staff Health Policy Implementation
- Lead the implementation and adaptation of MSF’s staff health policies at the country level, ensuring alignment with country program guidelines and local regulations.
- Develop and update country-specific staff health protocols in collaboration with the Country Medical Coordinator and HR teams.
- Ensure staff health policies are communicated effectively to all staff members and management teams.

Preventive Health and Well-being
- Monitor and assess the health risks and hazards in the workplace, including physical, mental, and environmental factors.
- Design and implement preventive health programs, including vaccination campaigns for staff, health education, and awareness-raising activities.
- Promote mental health and psychosocial support initiatives, ensuring staff have access to appropriate resources and services.
- Staff health briefings and debriefings

Medical Screening and Monitoring
- Coordinate pre-departure, periodic, and return medical check-ups for IMS and LRS on detachments in collaboration with MSF SHU.
- Monitor and ensure the health screening of staff as per MSF guidelines and local regulations.
- Maintain confidential medical records and ensure compliance with data protection policies.

Emergency Medical Support

- Act as the focal point for staff medical emergencies, providing immediate guidance and coordinating referrals to appropriate medical facilities.
- Pre-identification of medical facilities for staff health care
- Ensure the development and implementation of evacuation plans for staff in medical emergencies or critical incidents with relevant parties (SHU, MEDCO)
- Provide support during outbreaks or health crises affecting staff.

Mental Health and Psychosocial Support (MHPSS)

- Develop and implement a mental health framework for staff in collaboration with MHPSS specialists.
- Provide or facilitate access to counselling services, stress management workshops, and peer support networks.
- Train managers and supervisors on recognizing and addressing staff mental health concerns.

Capacity Building and Training

- Conduct training sessions for staff on occupational health, first aid, stress management, and other relevant topics.
- Build the capacity of local HR and medical teams to support staff health initiatives.

Coordination and Reporting

- Collaborate with country program HR and medical teams to ensure a harmonized approach to staff health.
- Participate in country-level and intersectional meetings to share updates, challenges, and best practices.
- Prepare and submit regular reports on staff health activities, challenges, and recommendations to the Country Management Team.

Education

- Essential: Degree in Medicine, Nursing, Public Health, or a related field.
- Desirable: Additional training in Occupational Health, Mental Health, or Tropical Medicine.

Experience

- Essential: Minimum of 3-5 years of experience in staff health, occupational health, or public health, preferably in humanitarian settings.
- Experience working in MSF or similar organizations is a strong asset

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Languages

- Essential : Mission language
- Desirable : Local language

Knowledge

Essential: computer literacy (word, excel and internet)

Competencies

- Collaborative Mindset: Build partnerships across functions and differences, co-design solutions and share learning broadly.

- Continuous Learning: Stay informed on DEI best practices, participate in training, and apply new insights to your daily work.
- People Management and Development
- Commitment to MSF principles
- Behavioural Flexibility
- Results and Quality Orientation
- Teamwork and Cooperation

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