MM06101A
SEXUAL VIOLENCE PROGRAM ACTIVITY MANAGER

Level 11

Reports to (Hierarchical)
Medical Coordinator

Reports to (Functional)
Public Health Department Specialist SGBV

Job Family
MEDICAL

Main Purpose
To ensure an effective MSF Sexual Violence (SV) and Intimate Partner Violence (IPV) response is in place within the mission using a variety of activities varying from mission wide response capacity assessment, community and staff's assessment for SV and IPV perception-knowledge-health seeking behaviour, coaching-mentoring and training of staff, development of the mission and project SV-IPV response strategy, the provision of guidance for program development and implementation, training and support of staff (the coordinators, medical activity managers and health promoters) and development of relevant tools, materials.

Accountabilities
- To lead – develop – support the project SV-IPV strategies, protocols and response activities of the mission and the different projects according to the different and changing medical needs and context (including development of strategy, log frame and budget) and developing tools (e.g. training materials, models of care and SV IPV response health promotion materials, messages and methods)
- To provide technical support and supervise the implementation of the SV-IPV response (protocols and standards) to ensure quality of the medical and psychosocial care in place, in line with MSF protocol and survivor-centered principles
- To build the capacity of the field teams to enable the implementation of quality comprehensive medical and psychosocial care for survivors of SV-IPV according to MSF protocol
- Plan, organize, support and supervise community awareness raising and the Information, Education and Communication (IEC) strategy to increase timely access for survivors of SV and IPV.
- To establish the SV-IPV patient and project documentation (individual survivor's medical file and medical certificate etc.) and the MSF SV data management tools.
- To prepare and plan in close collaboration with the HR Department and with project team in the associated HR processes for SV focal staff involved in his/her activity (recruitment, training/induction, evaluation, detection of potential, development and internal communication) in order to ensure having the appropriate team in terms of size, capabilities and skills
- To prepare and support the HoM, Medco, PC and MTL's in representing MSF before the Ministry of Health and other (inter)national partners for the MSF SV response advocacy

and potential national roll-out of area strategies such as national protocols, laws and or lobbying for adequate human resources
- To plan and support the coordinators with annual planning and budgeting for SV-IPV response
- To compile, review and analyze the data coming from the projects in order to contribute to the mission’s reporting as well to analyze data from either community and staff assessments. Documenting lessons learned on activities and operational research in this field
- To monitor and evaluate the functioning of the MSF SV-IPV response at mission level according to MSF protocols, standards and procedures, ensuring the implementation of the activity
- To monitor and evaluate the SV-IPV response activities at mission level by defining indicators, following up tools and designing contingency plans in collaboration with the Project SV focal points.

Education

• Medical Doctor, Nurse or Midwife, with extensive experience in SV programming and implementation. • Profile of psychologist or anthropologist can be considered, pending on experience and specific assignment in the country. • Attended the MSF SV training.

Experience

• MSF experience is a pre-requisite. • Experience with SV assessment, including use of qualitative methods such as FGD and semi-structured interviews for both community and formal-non formal stakeholder assessment • Experience with development program strategy, models of care, planning, implementation, monitoring and evaluation • Experience with SV-IPV staff capacity assessment (using knowledge-skills-practice) and training of staff in survivor centred principles, identification of sexual violence and training on medical care provision • Experience with SV-IPV community and formal/informal stakeholders sensitization and awareness raising

Languages

• Essential, mission language; local working language would be an asset.

Knowledge

• Computer literacy essential. • Knowledge of SV and IPV guidelines and tools • MSF health information system

Competencies

- Strategic Vision L2
- Leadership L2
- People Management and Development L3
- Service Orientation L3
- Teamwork and Cooperation L4

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