MM06102A
SAC & CONTRACEPTION ACTIVITY MANAGER

Level 11

Reports to (Hierarchical)
Medical Coordinator

Reports to (Functional)
Public Health Department Specialist Reproductive Health

Job Family
Medical

Main Purpose
Ensure the availability, proper functioning, and coordination of safe abortion care (SAC) and contraceptive services in the mission. Support the project managers and teams in the integration of these services using a contextualised approach based on strategic assessment and planning in accordance with MSF's protocols, standards, and procedures. To enable field staff to deliver quality medical care for patients and their communities in order to improve the overall health condition of the population.

Accountabilities
1. To lead and support the mission and project teams in understanding the issue of unsafe abortion and unwanted pregnancy and improve knowledge and willingness to address safe abortion care.
2. To provide technical support and direction to relevant coordination and project level staff in the practical, technical, and strategical aspects of ensuring access to SAC and contraception in MSF projects.
3. To lead an assessment of the context, perception, needs and understanding of SAC and contraception in the mission, as well as the barriers to care both internally and externally.
4. To assess the functioning of SAC and contraceptive care at mission level, identify the main areas for improvement, and support the definition of strategies, protocols, activities, and improvement planning (including definition of log frame and budget) and developing tools (e.g. training materials, counselling and education protocols, flyers, flipcharts, games) where needed.
5. To lead the process of value clarifications and attitude transformation regarding SAC and contraception in coordination, project, and community levels.
6. To support the coordination and project staff through the process of threat and risk assessment including anticipating any risks in relation to these activities and planning of appropriate mitigation measures and contingencies.
7. To develop networks with relevant regional, national, and international stakeholders regarding these issues and subsequently map actors for a better understanding of the dynamics of this topic within the given context.
8. To support HoM and Medco to engage on communication, engagement, and advocacy with Ministry of Health and other (inter)national stakeholders on the topics of SAC and

contraception. This includes topics such as national protocols, laws, human rights treaties, and global standards.
9. To support the development of a SAC and contraception community engagement plan which reflects project and coordination risk mitigation planning.
10. To build the evolving capacity of the MSF staff to lead the implementation of SAC and person-centred contraceptive counselling (PCCC) activities through the identification of training/coaching/mentoring needs; to ensure relevant training content and related support processes for the area of expertise is readily available.
11. To participate in close collaboration with the HR Department and with Project Activity Managers, in the associated HR processes for staff involved in his/her activity (recruitment, training/induction, evaluation, detection of potential, development and internal communication) to ensure adequate staffing, in terms of size, capabilities and skills.
12. To monitor and evaluate the functioning of the SAC and contraceptive activities at mission level according to defined indicators and to ensure adequate set up for quality data management is in place.
13. To lead the development of an action plan regarding quality improvement, person-centred SAC and contraceptive care including adaptions to the specific project context which can be used following the completion of the visit (including objectives, priorities, strategies and tools to realise the strategy).

Education

- Registered nurse, midwife or doctor with relevant experience in SAC/Contraceptive activities. In some contexts non-medical profile will be considered if experienced at the level of project coordinator or above, pending experience and specific needs of mission.
- Attended Safe Abortion Care Implementation training and/or EVA ToT

Experience

- Previous MSF experience is required
- Experienced in supporting and/or delivering SAC and contraceptive services.
- Experience with assessment
- Experience with development program strategy, planning, implementation, monitoring and evaluation and risk assessment
- Experienced with facilitation, training, coaching or mentoring

Languages

- English B2 essential. French/Arabic/Spanish is an asset depending on context

Knowledge

- Computer literacy essential.
- Knowledge of SAC and contraceptive guidelines and tools
- MSF health information system

Competencies

Use the MSF competency matrix to determine the core competencies for the function:

- People Management: 2
- Commitment to MSF Principles: 2
- Behavioural Flexibility: 3

- Results & Quality Orientation: 3
- Teamwork & Cooperation: 3

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