LC00800
REGIONAL TECHNICAL REFERENT

Level 12

Reports to (Hierarchical)
Logistics Coordinators of the region

Reports to (Functional)
MSF HQ Technical Advisor

Job Family
Logistics and Supply

Main Purpose
As the primary focal point in his/her area of specialization, applying his expertise into field projects and providing strategical technical support to coordination and field teams in the countries in his/her region according to MSF policies, guidelines and procedures in order to support the broader operational objectives of the mission

Accountabilities
- At the request of the coordination teams and based on the terms of reference established by its Logistics Coordinators, conducting assessments in the countries of his/her region. Proactively developing and proposing overall field visit schedules and suggesting any relevant changes based on operational needs
- Liaising with the Technical Advisor in HQ, contributing in defining and improving the policies related to her/his area of specialization by providing feedback based on his/her experiences. Providing recommendations for program as well as broader operational objectives, its implementation or improvement, according to MSF policies, guidelines and procedures
- Providing technical support to the Logistics Coordinators in her/his geographic area, when necessary, with help from the Technical Advisor located in the HQ
- Monitoring the implementation of the ensuing technical projects related to his/her area of expertise for the countries of his/her region and conducting on at least an annual basis, an analysis of the project components related to her/his speciality
  - Developing network and knowledge of local actors in his/her geographical area, related to his/her area of expertise (institutions, training centres, suppliers etc., as relevant)
- At the request of the training managers, contributing to the definition of training content generally related to his/her area of expertise and facilitating the sessions
- Implementing all new policies, procedures, deployment of equipment, etc. regarding his/her area of expertise in the countries of his/her region
- Drafting visit reports and annual activity reports
- When requested, participating in emergency operations in her/his geographic area

Education

- Essential degree and Specialization on area of expertise

Experience

- Experience at international NGO field projects is required
- MSF experience is a plus
- Significant professional experience (at least 2 years) in her/his specialty area is required
- Good command of project management and management and training-related knowledge

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