OM07800O
RESPONSIBLE BEHAVIOUR ADVISOR

Level 10

Main Purpose

The main objectives of the Responsible Behaviour Advisor are to engage with senior management on the strategy to implement the Behavioural Commitments MSF-wide; to engage on the prevention of abuse, to set up safe reporting channels and create a safe environment for staff, patients and communities. Through this work, the Behaviour Advisor will influence a change of MSF's working culture to be more aligned with MSF's values and principles.

Accountabilities

1. Contextualisation/adaptation of the overall Behaviour management and Prevention strategy:

- Ensure, with the HOM, and in consultation of the Behaviour Unit, the design implementation and follow-up of the behavior management and prevention strategy, including mainly:
  - Context analysis related to barriers and fears to reporting in the mission
  - Safeguarding risk assessment (for individuals) and conduct necessary discussions with all stakeholders in the mission to identify risks and mitigating measures.
- Engage with the HRCo to conduct an external mapping to identify key country level contacts/ INGOs or national association with whom to network on abuse prevention activities, and potential resources for local advice.
- Engage in a multi-disciplinary manner with key staff working on prevention of abuse of community and beneficiary members (social workers and health promotion teams).

1. Advice on the adaptation and implementation of procedures and processes

- Engage with the Coordination teams on embedding the Behavioural Commitments and related policies into the contractual framework at capital and project level for all staff and partners.
- Advise on the implementation of MSF complaint procedures and facilitate their understanding by all staff, partners and community members.
- Support the mission and project to define new local complaint procedures, which are more secure and accessible for community and patients.
- Support the mission in establishing sustainable communication channels on the matter with each project and communities.
- Build networks with community members and deepen understanding of the contexts regarding behavior, challenges, and common knowledge.
- Engage with senior management and communities to establish community complaint mechanisms.

- Engage with the HR Team to ensure that the BC and related policies at both project and capital level are not only signed but also explained and integrated into the contractual framework right from the time of recruitment, induction, onboarding, evaluation and follow up of all staff and partners.

1. Increase awareness of Responsible Behaviour

- Raise awareness of senior mission management about their role in creating and maintaining a safe working environment for all staff, patients, partners and communities.
- Raise awareness about how to welcome a complainant in a sensitive and adapted manner to complaints of abuse, including where to refer complainants (complaint and adapted psycho-social and medical support mechanisms).
- Design awareness raising activities at field level for all field staff and targeted third parties, including MoH staff, about abuse prevention and the existing complaint procedures.
- Advise on the use of prevention tools and complaints procedures developed by the Behaviour Unit and their adaptation to the local context, which includes Tembo trainings, videos, leaflets, posters etc.
- Advise on and tailor training in order to maintain awareness and meet training needs on specific abuse topics, e.g. SEAH, abuse prevention in emergency setting, child protection.
- Design and (co)facilitate TOT sessions on abuse prevention for Behaviour Focal Points at project level.
- Design training methodology and content to engage with patients and caretakers on abuse prevention.
- Organize (de)briefings on Responsible Behaviour for newly recruited local and international mobile staff at the mission level.
- Organize refresher on Responsible Behaviour and the IPOB Typology for all mobile and locally hired staff at least twice a year.

1. Team Management

- Coordinate and monitor the working plan of the team under his/her responsibility (Behavior officers).
- Plan and supervise, in close coordination with the HR department, the associated processes (recruitment, training, performance evaluation, development and internal communication) of the staff under his/her responsibility in order to improve staff capabilities and to ensure both the sizing and the amount of knowledge required)

1. Monitoring and supervision

- Organize data collection and analysis of prevention activities and behaviour trends in the mission.
- Analyse this data to establish the success of prevention activities and the existing integrity structure.
- Engage with senior mission management and the Behaviour Unit to discuss the trends analysis, necessary adaptation of the prevention strategy and of prevention activities for the mission.
- Conduct regular visits to projects and ensure close supervision of Behaviour Focal point activities at project level
- Provide a periodic (frequency to be defined by the mission) update and review of the above-mentioned activities to the reporting line.
- Channel concerns of abuse in a sensitive and confidential manner to the appropriate person at the project/coordination level or to the Behavior Unit, as appropriate.

Experience

Bachelor degree in Social Science, Law , Education or Social Communication is desirable.

Languages

Country team working language mandatory. Local languages desirable.

Knowledge

- Experience advising on risks related to abuse
- Experience in the field of safeguarding/abuse prevention in an international organization (is a must)

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