



MSF-FRANCE INTERNAL AND EXTERNAL RECRUITMENT

MSF is an international, independent medical humanitarian organization that provides medical assistance to people affected by conflict, epidemics, disasters, or exclusion from healthcare. MSF teams are made up of professionals working in health and medical care, logistics, administration, communications, skilled trades – all bound together by the MSF charter and serving people in need. MSF actions are guided by medical ethics and the principles of impartiality, independence, and neutrality. www.msf.org

To support its Coordination medical department and medical operations in Syria, MSF France is seeking a:

Social Scientist - Qualitative Researcher Assistant

Type of contract: **Service Agreement**

Duration: **3 months, (possibility of extension)**

Place of Work: **Idlib Atmeh/surroundings**

Need: **Up to 48 hours / week**

Start Date: **03-05-2016**

WOMEN ARE STRONGLY ENCOURAGED TO APPLY

MAIN PURPOSE

Together with their counterparts based in Médecins Sans Frontières (MSF) and MSF Epicentre (principal investigator), the Social Scientist will participate in the implementation of a qualitative component of a study on patients' and stakeholders' experiences with self-monitoring of blood glucose and diabetes care in the MSF-supported clinics in Idlib and Al-Bab areas.

The Social Scientist co-implements data collection, transcript/translation and analysis in close cooperation with the study's principal investigator.

ACCOUNTABILITIES

The Social Scientist is responsible for co-implementing the study-specific qualitative data collection and processing tasks in the field.

Their main tasks are:

- Participates in the implementation of the study's interview guides and study-specific procedures (SSPs).
- In collaboration with the Principal Investigator, supports orientation of the study transcribers/translators (if applicable).
- Ensures compliance of the qualitative study-specific procedures with ethical standards.
- Ensures the appropriate filling of the study forms and registers (e.g., informed consent forms, sociodemographic forms) and the appropriate matching of the participants' unique identifiers between the study forms and registers and the participants' data (i.e., recordings and their transcripts/translations).



- Ensures processes for participants' informed consent are followed as per predefined SSPs.
- Ensures regular oral and written communication with Principal Investigator, Project Coordinator and MedCo Support.

Specific Accountabilities

Reporting is to the Principal Investigator in Geneva, Epicentre and to the Project Coordinator in the MSF field site.

Main Responsibilities:

1. Implementation

- ✓ Support preparation of the venues for qualitative data collection.
- ✓ Support the implementation of the qualitative study-specific SSPs informed consent and data collection forms.
- ✓ Train and work closely with local transcribers/translators.
- ✓ Ensure that study activities are conducted in accordance with ethical standards and SSPs.
- ✓ Implement the following steps:
 1. Participant inclusion and consenting
 2. Data collection
 3. Transcript preparation
 4. Translation into English
 5. Coding
 6. Analysis (memoing, reflexivity)
 7. Report writing

2. Data processing

This qualitative study will implement contemporaneous data generation and analysis processes, implying:

- ✓ The conduct of qualitative encounters, transcript and translation, discussion of findings with Principal Investigator on a daily basis and iteratively (i.e., these steps must be finalized on a transcript-by-transcript manner before a new encounter takes place).
- ✓ Monitor and supervise the quality of the transcribed/translated data, including completeness and consistency.
- ✓ Ensure that confidentiality of the data is ensured according to set study procedures.
- ✓ Coding of translated transcripts and initial analysis (memoing, reflexivity).

3. Reporting

- ✓ Identify and report any SSPs deviations
- ✓ Participate in regular meetings with Principal Investigator and supervisors in the field to report on qualitative study progress.

Prepare final report.

REQUIREMENTS

Education

- Essential, diploma in health or social sciences.

- Experience**
 - Desirable degree (or masters) in Public Health, Psychology, History, Sociology, or Anthropology with extensive training in qualitative research methodologies.
 - Essential, working experience in qualitative research.
 - Desirable, working experience with MSF or other NCDs NGOs.
 - Desirable, working experience with sex workers and key populations.
- Languages**
 - Essential: Very good command in English and in Arabic, both spoken and written
- Knowledge**
 - Essential computer literacy (word, excel, internet)
 - Experience with electronic study database software (e.g., NVIVO, Quirkos)
- Skills**
 - Transcribing from audio recordings to MS Word
 - Translating from English to Arabic
 - Flexible working hours (e.g., able to work Mon-Sun during Principal Investigator visit to Syria)
 - Dynamic, rigorous, and able to work in a team
 - Critical thinking and analytical skills
 - Good capacity to communicate, strategic vision and leadership
- Competencies**
 - People Management and Development **L3**
 - Commitment to MSF Principles **L2**
 - Behavioral Flexibility **L3**
 - Results and Quality Orientation **L3**
 - Teamwork and Cooperation **L4**

HOW TO APPLY

Apply by filling in the required information and attaching an updated CV and cover letter (in English only), along with your most relevant diploma for the position at the link below:

<https://forms.gle/HZKvEsefzFhcirS98>

CLOSING DATE 12 APRIL FEBRUARY 2026/9:00 A.M



**MSF IS AN EQUAL OPPORTUNITY EMPLOYER: WE DO NOT CHARGE A FEE FOR ANY APPLICATIONS RECEIVED.
ONLY SHORT-LISTED CANDIDATES WILL BE CONTACTED.**