

## **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](http://www.msf.org)

***To support medical operations in Syria, MSF France is seeking a:***

<p><b>SERVICE PROVIDER</b></p> <p><b>TO MANAGE MENTAL HEALTH AND PATIENT SUPPORT ACTIVITIES</b></p> <p>Type of contract: <b>Service Agreement</b></p> <p>Duration: <b>3 months, renewable</b></p> <p>Place of Work: <b>Damascus, with regular visits to projects</b></p> <p>Need: <b>Up to 45 hours / week</b></p> <p>Start Date: <b>1 July 2025</b></p> <p style="color: blue; font-weight: bold; margin-top: 10px;">WOMEN ARE STRONGLY ENCOURAGED TO APPLY</p>
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### **MAIN PURPOSE**

Ensuring the proper functioning and coordination of the mental health activity (Mental health, Patient Support, etc.) in Syria and providing support to the Project Activity Managers in order to ensure the delivery of quality medical care for patients and their communities and to improve the health condition of the population

### **ACCOUNTABILITIES**

- Support in following Mental Health related activities in Syria with the support of the Medical Coordinator and technical referents
- Participate in the day-to-day follow-up of Mental Health activities; Burn Care, MSF activity and Primary Health Care (PHC) centers
- Participate in the discussions of Mental Health strategy in Syria
- Ensures the MSF protocols and standard operating procedures implementation in all projects
- Define Mental Health staff training needs and the MH framework in collaboration with Project Activity Manager/MH Supervisor, Medical Coordinator and Mental Health regional advisor
- Ensure quality data collection and implementation of Mental Health Chronic Disease Care database in Syria
- Provide technical feedback and follow-up on the evaluation of psychiatrists and other Mental Health staff across MSF France program
- Conduct regular capacity building according to needs
- Participate in a Mental Health Technical Working Group meeting
- Support in the assessment of mental health needs and actors Mapping in Syria



- Prepare reports on Mental Health activities
- Take active part in Mental Health Data management
- Facilitate the participation of the team in meetings as suggested by the MH Regional Advisor
- Conduct field visits based on project needs, addressing all Mental Health activities in Syria
- Provide feedback to support projects running of Mental Health activities in relation to HR needs definition, workload analysis, report misconducts, rosters...

## REQUIREMENTS

<b>Education</b>	Related University degree: psychology, psychiatry
<b>Experience</b>	Essential, working experience of at least two years in related jobs and an experience of at least one year with MSF or a medical NGO as an activity manager would be an asset
<b>Languages</b>	Excellent command of English (C1) and Arabic (C2) is mandatory
<b>Knowledge</b>	Essential computer literacy (Word, Excel, Power Point and Internet)
<b>Competencies</b>	People Management and Development, Commitment to MSF principles, Behavioural Flexibility, Results and Quality Orientation, Teamwork and Cooperation

## 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/SEXgtHWwuL8EKsfL8>

**CLOSING DATE 10 JUNE 2025 (END OF DAY)**



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