



Humanitarian Affairs Officer

Working as a Humanitarian Affairs Officers (HAO) with MSF can be tough but hugely rewarding. From carefully building a sensitive advocacy strategy to writing reports on the exclusion of certain communities from medical care, as an HAO you will help MSF expose the impact that conflict and neglect have on the populations it serves and advocate for them, as well as ensuring that MSF maintains the access needed to provide them with care.

Requirements

- Degree in law, humanitarian affairs, political science or a related subject
- At least two years' previous international work experience in research, analysis and advocacy or a related field
- Prior experience working with MSF or another NGO
- Strong organisational and communication skills
- Excellent interpersonal skills
- First-rate writing skills and excellent research/analytical skills
- Good understanding of current humanitarian debates and the dilemmas/compromises inherent in modern humanitarian interventions
- Fluency in English and/or French; any other languages are an asset (Spanish, Portuguese, Arabic, Russian)
- IT skills (Excel, Word, PowerPoint)
- Available for a minimum of six months
- Commitment to MSF's social mission and values
- Strong team player
- Willingness to work in all kinds of contexts worldwide, including unstable areas
- Adaptable and able to work in a multicultural team
- Ability to work under pressure to tight deadlines and strong ability to multi-task
- Proactive and solution-oriented
- Ability to train others

Desirable skills

- Working experience in developing countries
- People management experience

This is an exciting and diverse role involving some or all of the following responsibilities :

- Bear witness and report without bias on local and international contexts, with regards to security, medical, nutritional and humanitarian issues, to provide reliable information for further decision-making
- Support analysis of the data collected, to strategically advise on how MSF operates and communicates in situations that could jeopardise our access to patients, our voice and our principles
- Compile regular updates of the ongoing (inter-)national activities and plans of NGOs, UN, ICRC, donors, authorities and other actors concerning lobbying, policies, and operational plans and initiatives, so as to adapt MSF's activities and objectives accordingly
- Participate in the definition and targeting of advocacy messages and plans to raise awareness of medical-humanitarian issues such as violence, displacement and protection issues, the availability, access and quality of medical assistance, and principled humanitarian action
- Develop and maintain relationships with local authorities (State and traditional) and communities, UN agencies, and other humanitarian actors and international stakeholders, to promote MSF's priorities and concerns and coordinate initiatives
- Organise discussions, training, briefings, etc. about human rights, humanitarian law, and current and future advocacy activities, in order to raise the awareness of MSF staff about these matters
- Implement advocacy activities for MSF and the people it serves, documenting disasters and conflicts without bias with the aim of bringing the plight of the victims into the public eye, locally, nationally and internationally

Depending on our activities and needs, your responsibilities may be adapted and evolve according to the specific projects. You will not face these challenges alone; other MSF team members (both international and locally hired staff) will provide technical support, including comprehensive guidelines and protocols.

Are you interested in applying ?

For more information on our recruitment criteria and working conditions, please visit www.msf.ch.

MSF recruits people from all over the world who want to use their skills to make a difference through effective, relevant humanitarian work. To deliver our life-saving medical aid in the areas where it is needed most, we rely on a network of medical, paramedical, logistical and administrative professionals. MSF Switzerland is currently coordinating more than 60 projects in 25 countries. Each year more than 500 international staff join 6,000 locally hired staff to provide medical relief in countries around the world.

By joining MSF, you become part of a team made of extremely hard working, committed, skilled and adaptable individuals. You bear witness to situations you see in the field. MSF offers you opportunities to develop your skills, your career and to take on long-term responsibilities within the organization.



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