



## JOB VACANCY ADVERTISEMENT - MSF BELGIUM

<b>Job Title</b>	MENTAL HEALTH SUPERVISOR
<b>Employer</b>	Médecins Sans Frontières - Belgium
<b>Duty Station</b>	Latakia
<b>Deadline for applications</b>	<b>13 April 2026</b>
<b>Contract status</b>	Service Agreement, possibility of renewal
<b>Type of contract</b>	Full time
<b>Start Date</b>	ASAP

### **Introduction about MSF:**

Médecins Sans Frontières (MSF) / أطباء بلا حدود is an international, independent, medical humanitarian organization that delivers emergency aid to people in 70 countries who are affected by armed conflict, epidemics, natural disasters and exclusion from healthcare. MSF offers assistance to people based on need, irrespective of race, religion, gender or political affiliation and our actions are guided by medical ethics and the principles of neutrality and impartiality.

We offer basic healthcare, perform surgery, fight epidemics, rehabilitate and run hospitals and clinics, carry out vaccination campaigns, operate nutrition centers, and provide mental healthcare. Our activities include the treatment of injuries and disease, maternal care and the provision of humanitarian aid. Where necessary, we set up sanitation systems, supply safe drinking water, and distribute relief to assist survival.

*Check the links:*

[Médecins Sans Frontières](#) [أطباء بلا حدود](#)

[Médecins Sans Frontières T-shirt](#) [أطباء بلا حدود - موظفي](#)

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### **Main Purpose**

Participate in the planning, supervision and coordination of mental health / psycho-social related services in the programme in accordance with MSF standards in order to provide the most appropriate mental health support for patients.

### **Accountabilities :**

- Participate in the planning, organization and coordination of Mental Health activities, in close collaboration with the Mental Health activity manager and other medical team members, to ensure an efficient and effective implementation of the resources needed while maintaining high levels of quality in Mental Health MSF programs and activities.
- Coordinates activities of counselling services with other relevant actors and liaises with the local counterparts (like MoH, WHO, ICRC and NGO) on mental health matters, including referral services.
- Supervise the daily mental health activities and patient support according to MSF protocols and standards in order to provide the most appropriate support for clients with psychosocial needs
- Liaise with the other MSF team members of the project.
- Supervise, in close coordination with the HR department, the associated processes (recruitment, training/induction, evaluation, potential detection, development and communication) of the staff under his/her responsibility in order to ensure both the sizing



and the amount of knowledge required.

- Oversee the administrative processes associated with psychosocial functioning.
- When needed, give psychological support to patients according to MSF protocols to improve mental health conditions of patients and enhance their functionality.
- Compile the data and statistic linked with MH activities and report to the MH activity manager
- Offer clinical counselling supervision to mental health counsellors in collaboration with the Mental Health Activity Manager.
- Ensure the patient's related information is kept confidential.

### **MSF Section/Context Specific Accountabilities:**

- Adhere to MSF principles and standards.
- Flexible and adaptable to changes in work context and plans
- Coordinates the MH team in Lattakia with the implementation of MHPSS guidelines and project forecast Gender-based violence (GBV) programmes on top of the regular MHPSS activities in MSF-supported health facilities and mobile clinics with MH support activities.
- Conduct regular field visits to MSF-supported facilities to supervise MH team and monitor their activities, to review data collected and proper reporting according to indicators by standard.
- Support MH staff on the field in high-risk and/or urgent cases requiring immediate referral and/or intervention by other care provider, with MHAM in copy.
- Ensures regular case discussion and supervision for the MH team and the MHAM in support.
- Compile and report activities on the data sheet and ensure patients files are kept confidentially in a locked cabinet in the medical office where the PMR office is.
- MHS ensures clear case identification and referral pathway are followed accordingly, to closely collaborate with the HP supervisor, Nursing Team Supervisors and MDs for identification and smooth collaboration and quality service delivery.
- Develop and maintain the MH database for patients and beneficiaries; with the medical data processing officer, ensure MH data is encoded in the DHIS2 platform correctly.
- Submit monthly and quarterly MH reports to the MHAM to support strategy and decision making at project level which will be shared with PMR.
- Ensure MH team's needs are met by coordinating with MHAM on supply and logistical needs of the staff, while ensuring that reception of materials is stored and distributed amongst clinics adequately, this includes filing the necessary internal requests and maintaining an inventory of stocks.
- With the MHAM and PMC, plan and facilitate capacity building initiatives for the MH team, other MSF staff and community health workers, ensuring they develop and advance MH competencies through trainings and workshops.
- Facilitate MH activities at project level on awareness raising – MH days, suicide awareness campaigns, collaboratively with the HP team and other community leaders and beneficiaries and staff as well.
- Organize and coordinate meetings with local stake holders or other INGOs in the area to ensure quality of service and that referral pathways are updated to ensure follow up/feedback and that patients are receiving support.
- Attend regular project medical meeting and update MHAM/PMC on activity progress/challenges on the field in order to ensure proper response and risk mitigation.
- Keep track and coordinate with field line manager and HR on leave requests of MH department.
- Provide regular updates to MHAM, and PMR on MH contextual trends as part of community surveillance activities.

### **Requirements:**

- Education :** Degree in Psychology or related field essential (postgraduate degree on clinical Psychology would be an asset)
- Experience :** MHPSS experience of at least 2 years
- Languages :** Local languages and mission languages essential. (English an advantage)



- Competencies**
- People Management.
  - Commitment.
  - Flexibility.
  - Results.
  - Teamwork.
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**Application process:**

Interested applicants should fill in the application and upload the CV in the application.

<https://forms.gle/rAuQBEZ75UAD7Cy88>

**Deadline for applications: 13 April 2026**

**Only short-listed candidates will be contacted.**

**Only submitted CVs through the application will be considered.**

**Preferable Candidates should ideally be based in Latakia, or able to commute on short notice to the work location.**

*Female applicants are highly encouraged to apply.*

*We are an equal opportunity employer; we do not charge a fee for any applications received.*