



JOB VACANCY ANNOUNCEMENT- MSF OCB

Job Title	Country Coordinator Advisor
Employer	Médecins Sans Frontières - Belgium
Duty Station	Damascus
Contract status	Service Agreement for 6 months, Renewable
Type of contract	Full time
Start Date	As soon as possible

Introduction about MSF:

Médecins Sans Frontières (MSF) / أطباء بل 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 بل حدود

[Médecins Sans Frontières T-shirt](#) قف أطباء بل حدود - م

Main Objective of the position:

Together with the Country Coordinator (CoCo) and the Coordination Team participates in the analysis and follow up of humanitarian context and security situation. Advising, participating, and when requested, representing the CoCo with regards to relevant national partners/stakeholders. Support the Country Program in understanding the present and the evolving environment, power structures and changing dynamics. Support in the development, implementation and maintenance of a networking and communication strategy, ensuring contacts with authorities, local communities, and external actors. Participating and advising the CoCo in the preparation of the overall planning of operations, including the review and update of the Country policy, action plan.

Accountabilities:

- Undertake country level actor mapping looking at national, provincial, and regional (as relevant) authorities and conflict dynamics and support CoCo with context analysis.
- Develop and maintain a network of contacts in order to share information on the context, follow trends, identify new risks and threats.
- Gain an understanding of how MSF is perceived by health professionals, population, and relevant actors
- Produce context analysis briefings highlighting the latest social, economic, political and security trends with (potential) impact on the security and humanitarian contexts
- Analyse impact of local dynamics on project staff's safety and security as well as impact on population at large.



- In his/her advisory capacity, review, propose updates and advise the CoCo in implementing the Country Security Plan, risk analysis/risk reduction measures, in accordance with MSF Security Policy.
- Assist the CoCo in dissemination of relevant context information to the coordination team, regularly inform them on key issues, update general information on the context for MSF internal documents, and advise on cultural appropriateness of organizational activities and individual behaviors
- Support the CoCo in official representation. Upon delegation, represent MSF in meetings.
- Participate actively to the negotiation of access, identify gaps that prevent MSF to operate
- Liaise with local potential stakeholders and help the CoCo to create, reinforce and maintain links with local leaders and authorities.
- Advise on and be involved in the negotiations, finalization, and maintenance of Memorandum of Understanding (MOU) between MSF and the Government / any other institution involved.
- On request of the CoCo, fill gaps and participate to the elaboration of different mission strategic documents, contributing to the mission's strategic planning and objectives.
- Raise security awareness among the staff through regular meetings on security context
- In collaboration with PCs and/or CoCo, write up reports on each security incident affecting MSF personnel and monitors its aftermath.
- Introduce actor-mapping methodology that can be independently maintained (regularly updated and improved) for each project.
- Support and coach Coordination team members and Project Coordinators, on culturally sensitive manner of representation to local contacts, provide advice and support as needed evolution/challenges faced.

Context Specific Accountabilities

- Strengthen and institutionalize MSF's network with a particular focus on key national stakeholders reducing reliance on informal individual networks.
- Support project teams in formalizing existing local networks and developing structured engagement strategies to expand and sustain them.
- Provide high-level advisory support to the CoCo and PCs on context and security analysis, including the ability to challenge assumptions and inform decision-making.
- In close collaboration with the MedCo support, contribute to positioning MSF for long-term engagement with the Ministry of Emergency
- Develop and maintain a dedicated network in Damascus to facilitate safe operational deployment and contingency planning, recognizing the complexity of overlapping local and national authorities.
- Lead and/or support negotiations and advocacy efforts related to access at national level, and actively participate in relevant Access Working Groups.
- Support internal training plans and refresher sessions on basics, as "how to react" and country security package.
- Ensure autonomy and quality in information management related to context and security, including consistency of Secu GeoApp usage across the mission, improved security incident reporting for the mission, and regular structured briefings on political, economic, and cultural dynamics.
- Provide support for sensitive translations and confidential communications in emergency or incident situations, ensuring accuracy and confidentiality.

Education	University Degree
Experience	<ul style="list-style-type: none"> • Essential experience working in the mission country. Demonstrated capacity for analysis, networking, and negotiation • Preferred experience working with MSF, previous experience within humanitarian organizations compulsory (minimum 5 years)
Languages	<p>Arabic and English</p> <p>Excellent written and oral proficiency in English and Arabic is essential, including the ability to handle sensitive communications, produce high-quality written outputs, and provide accurate interpretation when required.</p>



Application process:

The interested applicants should submit their applications in English Language, with the CV, motivation letter, including references details and supporting documents (certificates, diplomas etc.) to Médecins Sans Frontiers, People and Workforce department via the link below:

During the first selection phase, strong attention will be given to the clarity and synthesis of the CV, as well as to the quality, structure, and thoughtfulness of the motivation letter.

<https://forms.gle/H63gShZezDomhcsk9>

Please save your CV and motivation letter with your name.

DEADLINE FOR SUBMITTING THE APPLICATIONS: 7th April 2026 4:30PM.

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

Qualified Female applicants are highly encouraged to apply.

Only short-listed candidates will be contacted.