

JOB VACANCY ANNOUNCEMENT- MSF OCB

Job Title	MENTAL HEALTH SUPERVISOR
Employer	Médecins Sans Frontières - Belgium
Duty Station	DAMASCUS
Deadline for applications	07th April 2026
Contract status	Service Agreement for 6 months, Possibility of Renewal
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 م - قف أطباء بل حدود](#)

Main Objective of the position:

Participate in the planning, supervision, and coordination of mental health / psychosocial 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, in order 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 core values, principles, and standards.
- Flexible and adaptable to changes in work context and plans.
- Coordinate the MH team collaborating with MHAM in Rural Damascus, follow up with protocols and implementation of the Survivors of ill-treatment (SOIT) activities, to organise with the psychologist(s) group activities with support for Sexual and Gender-based violence (SGBV), through collaborative programming and intervention with other departments on support related to the regular MHPSS activities in MSF-supported health facilities, mobile clinics activities in the project and the community-based MHPSS intervention.
- Conduct regular field visits to MSF-supported facilities to supervise MH team and monitor their activities, making sure data is accurately encoded according to indicators.
- Facilitate regular weekly case discussion and supervision with the team and the MHAM.
- Support MH staff on the field in high-risk cases management and/or urgent cases requiring immediate referral and/or intervention by other care provider or actors responsible.
- Compile and report all expenses, with HR related to SOIT and SGBV services, while ensuring confidentiality of information and safety of patients file archiving protocol.
- Ensure prompt entry of the MH/SOIT data for patients and beneficiaries; collaborate with the SOIT team on data collation, reporting (weekly, monthly and the quarterly) to MHAM to ensure alignment before it is encoded on the DHIS2 platform by the data officer.
- Ensure MH team's needs are met by coordinating with MHAM on HR, 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's support plans and facilitates capacity building initiatives for the MH team, ensuring they develop in basic skills in MH competencies and to follow up with PHCC staff for the capacity building initiatives at supported-PHCC according to strategy, to ensure PHCC indicators are implemented and monitored.
- Organize with the HP supervisor at project level on awareness raising – MH days, suicide awareness campaigns, etc. both at project staff level and community level.



- Organize and coordinate with MHAM maintaining communication lines, meetings with local stake holders or other INGOs in the area to ensure quality of service and that referral pathways are updated together with social worker, to ensure follow up/feedback and that patients are receiving support.
- Attend regular project medical meeting and update MHAM on challenges on the field in order to ensure proper response.
- Keep track and coordinate with field line manager and HR on leave requests of the team.
- Provide regular updates to MHAM, on MH contextual trends as part of community surveillance activities for quick responses when need arises.

Requirements:

Education

- **Essential**, bachelor's degree in psychology or related field.

Experience

- **Essential 2 years'** MHPSS working experience.
- Team management, program implementation and qualitative methodology experience is highly desirable.
- Desirable previous experience with other NGO's in developing countries.

Languages

Mission language "**English** and local language (**Arabic**) **essential**

Knowledge

Essential computer literacy (word, excel and internet)

Competencies

- Results and Quality Orientation • Team management skills • Organizational skills • Stress Management • Reporting skills • Strategic / analytical skills are desirable.

Application process:

To apply for this position, please submit your application in English through the following email address:

msfocb-syria-jobs@msf.org.

Write the Subject Line **MENTAL HEALTH SUPERVISOR**, Damascus

Please submit your CV in English, together with a motivation letter and all relevant work and education certificates. **Without supporting documents, the application will be not accepted.**

DEADLINE FOR SUBMITTING THE APPLICATION: 07th APRIL 2026.

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