



MSF International - External Investigators for Abuse of Persons

Location: Home-based with potential travel to conduct investigations in MSF Country programmes

Contract: Consultancy

Start day: As needed and contracted per investigation

Deadline to apply: 18th July 2024

I. MSF INTERNATIONAL

Médecins Sans Frontières (MSF) is an international, independent, medical humanitarian organisation that delivers emergency aid to people affected by armed conflict, epidemics, healthcare exclusion and natural disasters. MSF offers assistance to people based only on need and irrespective of race, religion, gender or political affiliation.

MSF International is the legal entity that binds MSF's 24 sections, 26 associations and 18 branch offices together.

Registered in Switzerland, MSF International provides coordination, information and support to the MSF Movement, as well as implements international projects and initiatives as requested.

II. POSITION BACKGROUND

MSF is committed to creating a safe, respectful, and dignified environment for its patients, their caretakers, and the communities in which it works, and for all its volunteers and staff. To this end, all sections of MSF have adopted Behavioral Commitments designed to ensure all staff are aware of their obligations to create a safe working environment free from abuse and inappropriate behaviour.

MSF is committed to the prevention of abuse and upholding its obligation to address all allegations of abuse in a timely and professional manner. MSF has established systems to address and respond to abuse across its operations and in its offices. To further reinforce its response to abuse, MSF seeks to create a pool of investigators (roster) to investigate allegations of abuse of persons. The pool will consist of both internal (MSF staff) and external (non-MSF staff) investigators who will work with relevant behavioural leads and investigation managers in MSF to conduct investigations into abuse, as assigned by the Global Pool of Investigators Manager (GPIM), who will manage the pool (roster).

MSF is therefore seeking qualified investigators to join its pool of external investigators (non-MSF staff) for abuse of persons.

III. PLACE IN THE ORGANISATION

Those selected will be placed on MSF's Global Pool of Investigators and contracted by the 6 MSF Operational Centres (OC) (Amsterdam- Paris- Brussels- Geneva – Barcelona -Abidjan), and entities of MSF on an as-needed basis to conduct investigations into abuse of persons.

IV. OBJECTIVES OF THE POSITION

The position is meant to support MSF in conducting investigations about abuse of persons/violations of the MSF Behavioural Commitments or Codes of Conduct.

V. MAIN RESPONSIBILITIES

As assigned by the Global Pool of Investigators Manager, work with any of the 6 operational centres and other offices in MSF to undertake investigations (remotely or as required travelling to the country where the incident occurred), in-line with MSF's Standards for Case Management.

- Undertake investigations on a different type of abuse (of persons) including sexual exploitation, abuse, and harassment; abuse of power; all forms of discrimination, harassment, bullying, aggression, exploitation, abuse of the case management process and other breaches of MSF's Behavioural Commitments, Codes of Conduct.
- Collect evidence, conduct interviews, review documents, and perform analysis of the evidence, in line with guidance provided by the investigations manager.
- For each investigation, maintain and update records, protocols, and case management system as required by the investigation manager.
- Ensure that investigations are conducted according to established safeguarding principles, including adopting a survivor centred approach and ensuring due process and confidentiality, declaring any actual or potential conflicts of interest.
- Complete required forms and templates for the investigation, as assigned by the investigation manager and agreed in the terms of reference for the investigation. Deliver required documents in a timely and professional manner to the

investigations manager.

- Prepare thorough and well-written investigation reports that are of a consistently high-quality with soundly based findings, conclusions, and appropriate recommendations.
- Ensure data is secured in line with the MSF's entities data protection policies.
- Any other tasks assigned by the investigations manager or behavioural unit lead as relates to the investigation conducted.

VI. JOB REQUIREMENT

Education

- University degree or equivalent in Psychology, Sociology, Social Work, Human Resources, Human Rights, Law, or related field.
- Professional investigation qualification (CHS, OSACO or other qualification scheme for abuse investigations).

Experience

- Proven track record in the conduct of administrative investigations into abuse, including sexual exploitation, abuse and harassment (SEAH), as well as other forms of abuse. (discrimination, bullying, harassment, abuse of power, aggression/physical violence, exploitation etc.).
- Previous experience in conducting investigations in MSF field operations is considered an asset.
- Previous experience working in a country programme on safeguarding/protection with a humanitarian organization is considered an asset.

Technical Skills

- Knowledge of safeguarding reporting systems (e.g. Clue, Ethicspoint and others) is an asset.

Competencies

- Strong command of abuse case management and investigation principles, including, but not limited to due process, confidentiality, conflict of interest, and a survivor-centred approach.
- Strategic thinker, strong analytical skills, with excellent time management skills.
- Result oriented, tenacity, and positive attitude.
- Ability to remain respectful, empathetic, and diplomatic.
- Ability to interact respectfully with people from diverse backgrounds and cultures.
- Ability to analyze legal documents relating to local laws.
- Sensitivity and discretion, integrity.
- Cross cultural awareness and a commitment to diversity, equity, and inclusion principles.
- Ability to work independently and in a multi-cultural, multi-disciplinary team.
- Ability to communicate clearly and effectively, both orally and in writing with different audiences, adapting style to fit situation.
- Ability to gather, analyze, and evaluate facts, and prepare and present concise oral and written reports.
- Good working knowledge of trauma informed interviewing techniques is an asset.
- Specific training to conduct interviews with children is an asset.
- Training/experience investigating cases of SEAH is an asset.
- Motivation to work in a humanitarian setting with MSF.

Languages

- Good command of English or French is required (spoken and written), other languages are considered an asset as MSF is looking for a diverse pool of investigators who can work in multiple languages across multiple settings.

Only shortlisted candidates will be contacted.

At MSF, we are committed to an inclusive culture that encourages and supports the diverse voices of our employees. We welcome applications from individuals of all genders, ages, sexual orientations, nationalities, races, religions, beliefs, ability status, and all other diversity characteristics.

Type of Contract : Fixed-term contract

Contract length : 12 months

Salary (€) : voir annonce

Deadline for submitting applications : 17/07/2024