

REGIONAL LEARNING AND DEVELOPMENT INTERSECTION MANAGER - Dakar

Position in the Organization

Line Manager: HR Unit Manager

The creation of the regional platforms has provided with a great opportunity to enhance a certain number of key activities including L&D through staff mobility and trainings offer for example. However, the potential that was created is still untapped for many reasons including the time require for finding the optimal positioning of the platforms within a system that was used to operate in each way.

As for L&D activities, coincided with a much larger reflexion that has since established a philosophy and will soon define a strategy and new structure. At the same time, the training unit was also reviewing its role and its mission with some clear indications on the changes that should be expected in the coming years.

In the context, the platform has adapted their activities to the most urgent and important needs, even though they have clearly anticipated and integrated the different the visions that were defined at each level.

Mission

The mission of the Learning & Development team is to provide coherent support to the areas, enabling them to ensure a global, mobile and diverse workforce, capable of meeting operational needs through its capabilities and motivation. To achieve this, the Regional Intersectional Learning and Development Manager will act as the main contact for learning and development activities in the region, establishing an effective connection between the learning and development department of each of the sections based in Dakar, their Cellules and the HR Unit teams.

The Regional Intersectional Learning and Development Manager provides strategic and functional learning and development expertise and advice, with the aim of planning and implementing processes and activities that promote the development of a diverse and skilled workforce to effectively achieve mission business objectives in the region:

- Develop and coordinate efforts between internal (HR unit, cells, MSF and mission platforms) and external (institutions or other NGOs) players to understand the obstacles encountered, real needs, learning and development opportunities, and support the professional development of staff in the sub-region.
- Build a regional learning and development offer (e.g.: clinical internship) and strengthen the mentoring/coaching offer adapted to staff needs.
- Map learning and partnership opportunities at regional level and support the identification of common training and development needs that COs have in the field, and propose synergistic solutions.
- Define a training program in English and French adapted to MSF's operational needs.
- Communicate Learning and Development activities and tools (e.g., mentoring and coaching offer, new learning initiatives, training catalog, etc.) and ensure that field teams have quick and complete access to relevant tools, resources and information (e.g., Tembo access).

1. Emulate networking, cooperation and economies of scale between the various missions and sections operating in the region, and with external institutions/suppliers.

- Promote the sharing of knowledge and expertise between different missions/teams in (and beyond) the West African zone.
- Strengthen resource sharing and joint initiatives with other sections in the region.
- Maintain active networking with reference training and education institutions and providers, and seek opportunities for alliances and partnerships that can enrich the portfolio of learning solutions and resources available.
- Link learning and operational needs wherever possible.

2. Contribute to the creation of tools and processes that will facilitate staff learning and development in the region.

- Participate in a relevant working group on new learning tools.
- Propose a new learning initiative in the sub-region.
- Promote the integration of generic learning principles and standards for all forms of learning implemented in the sub-region.
- Provide technical supervision for the learning and development team in Dakar (advice on technical choices, maintenance and updating of the toolbox, back-up when necessary, etc.).

3. Other activities

- Contribute to running the “Welcome to MSF” session, at regional level and in the missions, if necessary, in close collaboration with the Recruitment, Career and Mobility Manager.
- Carry out field visits, as required, to support Learning and Development Managers in the sub-region in their analysis of needs in all matters relating to skills development.

Professional skills

- Strong interest in educational sciences/Pedagogy, diploma preferred but strong experience/expertise is expected as a minimum (Mandatory)
- Management experience in the field, preferably in MSF or similar NGO's (Mandatory)
- Experience in Project Management is an asset
- Experience in People Development is an asset

Education and Experience

- Bachelor or Master Degree Education and/or technical training in Education, Instructional Design or Pedagogy.
- Knowledgeable of adult learning principles and its application at program design and development.
- 2-5 years experiences working in training & development functions, preferably in international and multi-cultural settings.
- Experience with e-learning is an asset

Capacities and Skills

- IT competencies: Word, PowerPoint and Excel are essential
- Languages: bilingual French-English (written and spoken)

Required qualities

- Service Orientation
- Teamwork with strong collaborative skills
- Networking & Negotiation
- Analytical spirit
- Planning and organization
- Strategic vision:

Specifics of the position

This job description is subject to change in accordance with the activities or evolution of the mission.

- **Status :**

Position based in Dakar, Senegal.

- **Conditions:**

Full-time position (100%), CDI based in Dakar under a 3-year moral commitment renewable once, with a 3-month trial period renewable once.

How to apply

Candidates must submit their application on the recruitment platform in compliance with the following conditions: CV 3 p. max. - cover letter 2 p. max. - in French or English.

Starting date : As soon as possible.

Type of Contract : Open-ended contract

Salary (€) : Niveau 11 de la grille de rémunération de MSF Sénégal

Deadline for submitting applications : 07/02/2025