

JOB VACANCY – HEALTH PROMOTION IEC OFFICER

Médecins Sans Frontières (MSF) is an international, independent, medical humanitarian organisation that delivers emergency aid to people 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. MSF is therefore guided by the principles of neutrality and impartiality. These principles must apply to all MSF staff.

Title: Health Promotion IEC Officer
Direct Reports: HP Supervisor/IECHP Manager
Location: LINDI Region – LIWALE District: Liwale

MAIN PURPOSE

Implement Health Promotion/IEC (Information, Education, Communication) activities with patients and local population to raise their knowledge and skills on relevant medical topics.

ACCOUNTABILITIES

A. Health Education & Service Promotion

- Leads the development, testing and delivery of community health education materials and activities, supervising CHW teams and ensuring effective patient counseling, health talks and digital HP implementation.

B. Situation Analysis & Feedback

- Conducts rapid assessments and systematic collection of community feedback/rumours, encoding data and flagging critical issues (red flags, security, health-seeking behaviour) to project coordination.

C. Social Networking & Community Engagement

- Builds and maintains strategic relationships with community leaders, partners (NGOs, government health services, TBAs) and stakeholders, leading community meetings and maintaining updated community mapping.

D. Community-Based Surveillance

- Oversees CHW community surveillance activities (active/passive case finding, linkage to care, tracing), ensuring accurate data collection, encoding and database management.

E. Community Case Management

- Coordinates community participation in case management initiatives, providing supervision, training and coaching to CHWs to ensure effective implementation.

F. Supportive Environments

- Develops stigma reduction and supportive community spaces (friendly spaces, youth clubs, health committees, anti-stigma campaigns) to foster enabling environments for health-seeking behaviour.

G. Team Management

- Plans, organizes and supervises CHW team activities and meetings in collaboration with HPCE supervisor, ensuring effective team performance and coordination.

MSF Section/Context Specific Accountabilities

- Organizing and overseeing health education sessions at health facilities and within the community, including trainings, supervision and demonstration sessions for Community Health Workers (CHWs).
- Engaging the community in various Health Promotion with Community Engagement (HP/CE) activities to collect data of pregnant women and children under five through participatory methods such as Focus Group Discussions, Patient Satisfaction and Experience Surveys, Welcome and Discharge talks, celebrations of global and national days, parents' meetings in schools.
- Identifying key actors within the community, such as local authorities, village committees, local NGOs, traditional healers, and community focal persons within the catchment area.
- Organizing, training, and supervising the HP team in planning and organizing their work, supporting, evaluating, coaching, collecting reports, updating tracing/defaulters, referrals, etc. through regular visits in the community and health facilities.
- Provide supportive supervision to iCCM implementor to ensure quality ICCM service delivery, timely referrals, and community engagement adapted to pastoralist contexts.
- Holding regular meetings with MoH staff and health facilities in-charges as per the monthly plan. Ensuring visits with the MoH Community Coordinator to health facilities and villages and providing support in the recruitment of CHWs as per the SOPs.
- Ensuring the cleanliness of Information, Education, and Communication (IEC) areas and translating materials into local languages.
- Collecting and reporting any information related to the health situation of the population and patients to the IECHP manager, including tracking lost follow-ups, rumours, outbreaks, etc.
- Identifying gaps, challenges, and potential improvements, and reporting to the IECHP manager to ensure the smooth implementation of Health Promotion with Community Engagement activities at health facilities and within the community.

Minimum Educational Qualification: Educational level: Bachelor diploma in social sciences, social work, behavioural sciences, public health, community health, nursing or teaching.

Experience: Preferable previous experience in teaching, nursing or social work, community mobilization.

Languages: Good English spoken and written, and Kiswahili are essential.

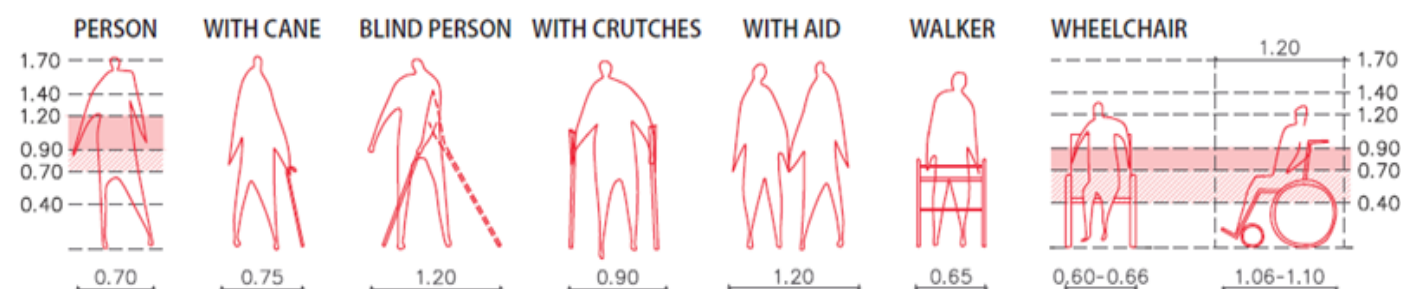
Knowledge: Essential computer literacy (word, excel and internet).

Competencies:

- Results
- Teamwork
- Flexibility
- Commitment
- Service
- Stress Management

Note:

- Residents in Liwale will be given priority for consideration. MSF will not provide any support for accommodation or transportation.
- Women or any person feeling like being part of a minority is encouraged to apply. MSF is dedicated to fostering a safe work environment with zero tolerance for any form of abuse.



APPLICATION DETAILS

All interested candidates shall submit their motivation letter, CV and copy of relevant professional certificates not later than **Wednesday, August 26th 2026 at 5:00 PM.**

Please send your application to the email address MSFCH-Tanzania-Recruitment@geneva.msf.org. Please quote the job title on the email subject **"HEALTH PROMOTION IEC OFFICER"** The applications can also be submitted at MSF offices situated at **Uporoto Street, Plot No.74, House No.22, Ursino Estate, Victoria, Dar es salaam** or MSF office situated in **Liwale, Lindi**. The envelope should mention **"HEALTH PROMOTION IEC OFFICER"**

ONLY SHORT-LISTED CANDIDATES WILL BE CONTACTED

If you receive no contact within 6 weeks, you can consider that you have not been pre-selected

The protection of your personal data is important to MSF. By submitting your application, you consent to MSF using your data only for the recruitment process to have all the information and documents necessary to proceed with the recruitment, validation of your application and selection of the most suitable candidate. Your data will be treated confidentially. Only people part of the recruitment process has access to your data. MSF does not sell your data under any circumstances. If you have any questions or requests, you can contact MSFCH-Tanzania-PAM@geneva.msf.org

At MSF, we are committed to an inclusive culture that encourages and supports the diverse voices of our staff members. We strive to create workplaces where teams of people with diverse backgrounds, characteristics, perspectives, ideas, and experiences work together for the social mission of MSF to create better outcomes for the patients and the communities we work with. We welcome applications from individuals of all genders, ages, sexual orientations, ethnicities, background, religions, beliefs, ability status, and all other diversity characteristics.

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JOB VACANCY – LABORATORY MANAGER

Médecins Sans Frontières (MSF) is an international, independent, medical humanitarian organisation that delivers emergency aid to people 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. MSF is therefore guided by the principles of neutrality and impartiality. These principles must apply to all MSF staff.

Title: Laboratory Manager
Direct Reports: Project Medical Referent
Location: LINDI Region – LIWALE District: Liwale

MAIN PURPOSE

Defining, implementing and monitoring all laboratory activities in the project area including management of relevant staff, according to MSF protocols in order to ensure the quality of the laboratory work.

ACCOUNTABILITIES

- Participating in the definition and update of the laboratory activities, including its budget, and assisting in the medical diagnosis and the treatment of diseases of the patients. Supervising laboratory activities in health facilities.
- Performing quality control tests and analysis, ensuring the compliance to the basic plans of the laboratory and that all tests (serology, hematology, biochemistry, bacteriology, parasitology, compatibility, etc.) are done correctly and according to prescriptions
- Ensuring that the hygiene and safety protocols both for individual as well as for collective protection (i.e. required clothes and equipment, hygiene and universal precautions, etc.) are implemented in laboratories and that the cleaning personnel is informed about biohazards.
- Ensuring proper registration and records of all lab related activities, implementing a correct use of the associated management (EpyTryp. etc.), in order to have proper records of laboratory activities. Preparing and sending slides/samples for external quality control
- Ensuring confidentiality of all patients' laboratory results at any time, according to protocols in place
- In coordination with the project biomedical service supervising the appropriate use of medical devices under his/her responsibility so they can be used at any time (e.g. correct automatic instrument calibrations and correct and updated inventories of laboratory material and equipment) anticipating and communicating future needs.
- Planning and supervising, in close coordination with the HR department, the associated processes (recruitment, training, performance evaluation, development and internal/external communication) of the laboratory staff of the project in order to improve staff capabilities and to ensure both the sizing and the amount of knowledge required
- Compiling, analyzing and reporting on lab activities and results to the medical staff and the immediate supervisor providing data on complications, the total number and types of tests and in general, any problem with the staff and / or laboratory material. Also participating in the development of epidemiological reports relating to MSF health services.

MSF Section/Context Specific Accountabilities

- Co-manage laboratory activities in close collaboration with the MoH laboratory management team.
- Serve as the focal point for communication and coordination between MSF and MoH on laboratory-related matters.
- Oversee and monitor cold chain management within laboratory services to ensure compliance with required standards.
- Ensure the availability and implementation of the MSF minimum laboratory package at Liwale District Hospital, Bari Kiwa Health Facility, and Kibutuka Health Facility, in line with the scope of medical services provided.
- Monitor the performance, maintenance, and quality control of point-of-care instruments and rapid diagnostic tests at Lilombe and Kimambi dispensaries.
- Ensure that all laboratory documentation is complete, accurate, and compliant with MSF and MoH standards.
- Provide technical support to Liwale District Hospital laboratory in alignment with ISO 15189 quality management standards.
- Monitor the consumption of MSF reagents in accordance with the agreed MSF-MoH procedures.
- Ensure accurate, timely, and complete reporting of all laboratory data.

Minimum Educational Qualification:

- Bachelor's degree in medical laboratory sciences, Biomedical Laboratory Sciences, Medical Microbiology, or another closely related laboratory or biomedical science discipline from a recognized institution is essential.
- Current registration and valid practicing license with the relevant professional regulatory body, where applicable.
- Desirable specialization or training in tropical diseases or other laboratory domains

Experience: At least 2 year experience as a lab tech.

Previous experience in MSF or other NGOs is an asset.

Justifiable experience in developing countries would be an added value.

Languages: Good English spoken and written, and Kiswahili are essential.

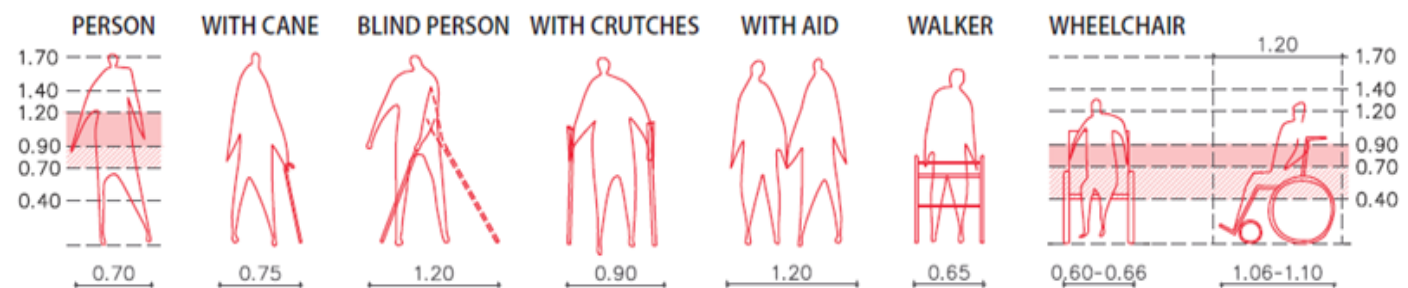
Knowledge: Essential computer literacy (word, excel and internet).

Competencies:

- People Management and Development
- Commitment to MSF Principles
- Behavioural Flexibility
- Results and Quality Orientation
- Teamwork and Cooperation

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JOB VACANCY – MEDICAL ACTIVITY MANAGER

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Title: Medical Activity Manager
Direct Reports: Project Medical Referent
Location: LINDI Region – LIWALE District: Liwale

MAIN PURPOSE

Defining, coordinating and monitoring the medical activities under his/her responsibility according to MSF protocols, standards and procedures in order to ensure the delivery of quality medical care for patients and their communities as well as to improve the health condition of the target population.

ACCOUNTABILITIES

- Coordinating, assessing and supervising the proper functioning of the medical activities (HIV, TB STIs, SGBV, etc.), according to MSF protocols, standards and procedures and through the correct compilation and analysis of medical data regarding patients' health conditions.
- Participating in the definition of annual planning and budget for the project and in the follow up of the programs / project. Supervising and ensuring that medical activities objectives under his/her responsibility are achieved, reporting to the technical referent any problem arising in the service
- Checking all administrative procedures related to patients' follow-up (individual card filling, registers, paper exit, discharge, transfers ...) are carried out correctly and according to MSF procedures.
- Ensuring efficient pharmacy management and monitoring the rational use of them. In coordination with the project biomedical service supervising the appropriate use of medical devices and anticipating future needs. Preparing the medical orders needed to implement the medical activities under his/her responsibility, and identifying and reporting to the line manager, non-medical support needs (material, infrastructure, transport, etc.)
- Coordinating and monitoring the daily working plan of the team under his/her responsibility (absent personnel, vacations, tracking leaves ...). Participating in shifts and replaces a doctor, if necessary
- Planning and supervising, in close coordination with the HR department, the associated processes (recruitment, training, performance evaluation, development and internal communication) of the staff under his/her responsibility in order to improve staff capabilities and to ensure both the sizing and the amount of knowledge required
- Participating in the monthly reports according to guidelines (i.e. SitReps, medical statistical reports, etc.).

MSF Section/Context Specific Accountabilities

- Coordinate, supervise and continuously improve the implementation of the integrated package of care in collaboration with the Ministry of Health (MoH), ensuring compliance with MSF standards, national guidelines and project objectives.
- Strengthen the quality of care through supportive supervision, clinical mentorship, on-the-job coaching, clinical audits, maternal and perinatal death surveillance and response (MPDSR), simulation exercises and quality improvement initiatives with MoH teams.
- Strengthen the technical capacity of MoH healthcare workers through training, mentorship, joint supervision and implementation of MoH/MSF standard operating procedures to improve the quality and sustainability of health services.
- Monitor programme performance through routine analysis of medical indicators, quality-of-care outcomes and operational data, ensuring accurate documentation and timely reporting through SitRePs and other project monitoring tools.
- Coordinate emergency preparedness, disease surveillance and outbreak response activities jointly with MoH and relevant stakeholders, ensuring readiness and timely response to public health emergencies.
- Coordinate the daily activities of the multidisciplinary medical team, ensuring effective work planning, adequate staffing and continuity of medical services.
- Plan and supervise staff recruitment, induction, training and performance management in collaboration with the Human Resources department.
- Coordinate with pharmacy, laboratory, biomedical and logistics teams to ensure the rational use and uninterrupted availability of medicines, diagnostics, medical equipment and other essential medical supplies, and identify operational resource needs.
- Represent MSF in technical coordination with the Ministry of Health (co-management process) and partners, promoting joint planning, quality improvement and sustainable health system strengthening.
- Follow up on local hired staff health according to the national staff health policy in place.

Minimum Educational Qualification: Medical doctor. Desirable specialization or training in Tropical Medicine or related studies

Experience: Essential 3 years working experience related to the diploma/degree
Previous experience in MSF in the field is an asset.
Justifiable experience in NICU would be an added value

Languages: Good English spoken and written, and Kiswahili are essential.

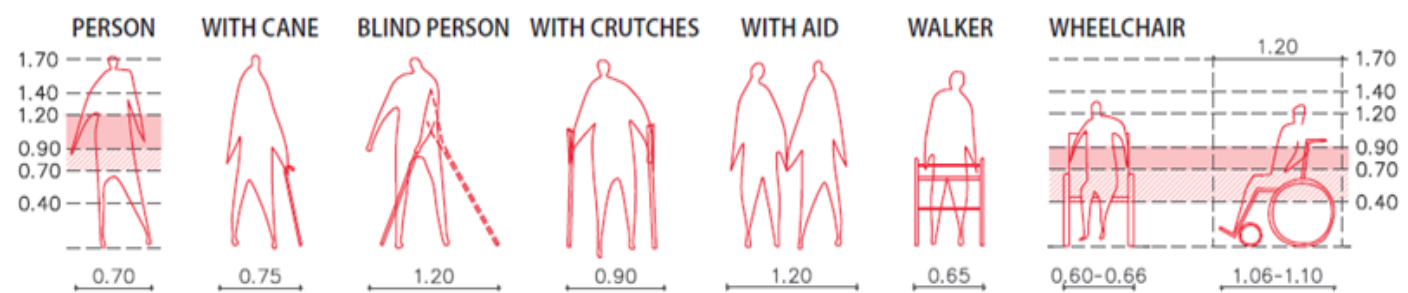
Knowledge: Essential computer literacy (word, excel and internet).

Competencies:

- Strategic Vision
- Leadership
- People Management and Development
- Service Orientation
- Teamwork and Cooperation

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