



INTERNATIONAL MEDICAL CORPS

Headquarters: 1919 Santa Monica Blvd., Suite 400, Santa Monica, CA 90404 • (310) 826-7800 • Fax: (310) 442-6622
Washington, D.C. Office: 1313 L St. NW, Suite 220, Washington, DC 20005 • (202) 828-5155 • Fax: (202) 828-5156
www.imcworldwide.org

17-176: Senior Humanitarian Technical Specialist

Job Location: Washington, DC

Department: Emergency Response Team

BACKGROUND:

International Medical Corps is a global, humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs.

Established in 1984 by volunteer doctors and nurses, International Medical Corps is a private, voluntary, nonpolitical, nonsectarian organization. Its mission is to improve the quality of life through health interventions and related activities that build local capacity in underserved communities worldwide. By offering training and health care to local populations and medical assistance to people at highest risk, and with the flexibility for rapid response to emergencies. International Medical Corps rehabilitates devastated health care systems and helps bring them back to self-reliance.

JOB SUMMARY

The Senior Humanitarian Technical Specialist for Emergency Response (SHTSER) will be primarily responsible for leading the humanitarian technical program start up in the event of a rapid or slow onset response to crises. This will include assessments, design and delivery of both curative and public health interventions in full collaboration with the technical advisors and M & E team. The Senior Humanitarian Technical Specialist (SHTS) will work directly with the Director for Emergency Response, Senior Humanitarian Operational Specialist (SHOS), Humanitarian Program Specialist (HPS), Humanitarian Response Officer, ER field teams. The position will work in close coordination with the Technical Unit to seek guidance around quality and standards in Technical programs. The position is focused on delivery of technical programs in high risk and high stress settings where efficiency, effectiveness and timely delivery is critical. This position will involve high levels of co-ordination and management as well as representation in co-ordination mechanisms. In addition to initial deployment for program start up, the SHTSER will make frequent visits to the field sites during rapid and slow onset emergency responses, in order to actively play a leadership role with technical field teams. This position requires a person who has high levels of aptitude, initiative and passion for working in Humanitarian and the ability to work closely in a Team for extended periods of time. The SHTSER will also ensure the highest standards, quality of service delivery inclusive of compliance with Sphere/UN or other applicable standards.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

To perform this job successfully, an individual must be able to perform each essential function with or without reasonable accommodation.

Start-up of Emergency Response Projects/Programs



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- Oversee the rapid assessment of the emergency context, in collaboration with the Monitoring and Evaluation Officer responsible;
- Lead on design and delivery of emergency programs with HQ technical and field Units. This may occur from either the HQ or field level;
- Support the management of the internal and external emergency roster, including recruitment interviews for select technical staff in collaboration with HR;
- In conjunction with international HR's standardized on-boarding, provide additional orientation and briefing for technical staff & volunteers recruited for deployment to rapid onset emergencies;
- Act as an Advisor through remote support to existing responses.
- Deploy as needed for emergency response and establish technical programming components with integration of related interventions that are responsive to needs;
- Work with operations and the technical team to write concept notes and proposals for future funding.

Technical Oversight and Management

- Manage technical programs and give advice on related areas of intervention to field teams;
- Lead on health, WASH, nutrition, and protection technical support for emergency response efforts;
- Ensure programs utilize standardized protocols, policies and guidelines according to recommended international or national standards;
- Contribute to the development of International Medical Corps' specific technical guidance documents/notes that guide field staff on the minimum operating standards and best practice approaches and ensure guidance are used and revised as needed;
- Provide technical guidance inputs to strategic planning for emergency response and transition to development programming with the Senior Director for Emergency Preparedness and Response, Technical Unit and field teams;
- Actively work with the M&E team for monitoring and evaluation activities in the project cycle including data analysis as well as routine and formative monitoring for decision making;
- Serve as HQ Response Management Team (RMT) Lead in the absence or deployment of the Senior Director for Emergency Preparedness and Response.

International Medical Corps Emergency Response Unit, Coordination and Representation

- Provide briefing and debriefing for technical staff of the ERT assessment and implementation teams;
- Provide briefings to relevant HQ departments on any key developments arising of a technical nature that requires attention/action;
- Actively participate in the cluster system at national level (during field visits) and at global level whenever required;
- Lead on engagement with emergency health forums and platforms



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- Present findings/seminal papers on International Medical Corps' emergency response at conferences/forums.
- Represent the organization's emergency response approach and capacity to donor agencies, partners, media, and other key stakeholders as required.

Human Resources Coordination and Capacity Building

- Participate in recruiting technical and program staff for inclusion in the established International Medical Corps Emergency Roster;
- Support the process of regularly updating the roster and that emergency technical positions are filled in a timely manner with professionally qualified staff;
- Participate in design and delivery of in-service training programs for technical and program staff in line with International Medical Corps' learning and development policy;
- Support direct supervisors in ensuring staff performance evaluations at the end of their deployment and suggest their future deployment status in similar responsibilities.

Perform other duties as assigned. The duties and responsibilities listed above are representative of the nature and level of work assigned and are not necessarily all inclusive.

Compliance & Ethics: Promotes and encourages a culture of compliance and ethics throughout International Medical Corps. As applicable to the position, maintains a clear understanding of International Medical Corps' and donor compliance and ethics standards and adheres to those standards. Conducts work with the highest level of integrity.

Qualifications/Essential Requirements:

- Post-graduate clinical degree, medical degree preferred, along with a public health related qualification such as an MPH;
- Minimum of 7 years' experience in leading on technical interventions in emergency and transitional contexts;
- Knowledge of, and field experience in, implementation of programmatic responses in line with international standards (SPHERE, MISP, IASC Guidelines, etc.);
- Willingness to travel to field sites at least 50% of time, often with very short notice;
- Updated knowledge of donor requirements and ability to write concepts/proposals is essential.
- Experience in working in conflict and other high risk operational environments.

Personal Characteristics

- Good time managements
- Team player
- Strong and Decisive decision maker
- Proven leadership under high stress environments
- Capable of high output with low levels of supervision and management
- Task & Solution orientated



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- Capable of completing tasks with minimal information and without immediate requirement for expanded explanations.

International Medical Corps is proud to provide equal employment opportunities to all employees and qualified applicants without regard to race, color, religion, sex, sexual orientation, national or ethnic origin, age, disability or status as a veteran.

How to apply:

To officially begin the application process, qualified candidates please go to our career page <http://careers.internationalmedicalcorps.org/careers.aspx> and complete the online employment application form.