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| **Title:**  | HEAD OF COMMUNITY HEALTH WORKERS |
| **Generic Function:**  |  |
| **Code:** | MT03700 |
| **Level:** | 4 | **(E)** |

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| **Position in the Organization** |
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| **Reports to (Hierarchical):** | Nursing Activities Manager |
| **Reports to (Functional):** | Nursing Activities Manager |
| **Job Family:** | Medical and Paramedical |
| **Supervises (Function):** |  |

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| **Main Purpose** |
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| Organizing, supervising and carrying out community health outreach activities according to **MSF** principles, standards and procedures in order to promote health information and **MSF** activities to the population |

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| **Accountabilities** |
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| * Organizing, training, and supervising the community health workers team in terms of planning and organizing their work, participating in training and evaluating its needs, regularly visiting communities under his/her responsibility, elaborating relevant material and establishing adequate strategies for delivering the focused information to the community.
* Ensuring delivery of information to community regarding hygiene, diseases and its prevention, using proper tools and informing communities about **MSF** and the services it provides
* Monitoring, collecting and reporting to the medical team any information linked to the living conditions and the health situation of the population (e.g. food security, vaccination status, nutritional situation, detection of medical needs of the population, number of people arriving or leaving the community, births and deaths in the community, vaccination status of children, etc.).
* Maintaining confidentiality regarding all information observed or registered.
* Reporting to line manager or medical team if there are people with medical problems, any difficulties that the CHWs might encounter during meetings with the population and any loss or damage of **MSF** materials and equipment
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| **MSF Section/Context Specific Accountabilities** |
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| **Requirements** |
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| **Education** | Literacy |
| **Experience** | Essential working experience in MSF (1 year minimum) |
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This job description may be amended in line with the activities or evolution of the Mission.

By signing, the employee acknowledges that he/she has read, understood and accepted this document.

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| **Employee Name/ Surname** |  |
| **Place and date:** |  |

Signature of the employee:

*(To be signed in two copies, one for the employee and one for the employer)*

**MSF is a civil society initiative that brings together individuals committed to the assistance of other human beings in crisis. As such MSF is by choice an association.
 Each individual working with MSF does it out of conviction and is ready to uphold the values and principles of MSF.**