# OS03700
# INTERCULTURAL MEDIATOR SUPERVISOR

**Level 6**

## Reports to (Hierarchical)
Project Medical Referent / Activity Manager/ Field Coordinator

## Reports to (Functional)
Project Medical Referent / Activity Manager/ Field Coordinator

## Job Family
Operations/ Medical

## Main Purpose
Contributing to the provision of quality intercultural mediation services in the project (by MSF and other actors) by supervising a team of intercultural mediators according to MSF values, standards and procedures in order to foster the removal of linguistic and cultural barriers and improve the quality of and access to quality health care and socio/legal services.

## Accountabilities
- Actively supporting the intercultural mediators (ICM) team and ensuring the day-to-day implementation of intercultural mediation activities at project level, including (but not limited to) managing dynamics in the trialogue communication between mediator, patient and care provider; preventing and managing possible misunderstandings, communication blockages and tension; interpreting; PFA; information and orientation (e.g. sociolegal); collecting testimonies and providing emotional support;
- Supervising the intercultural mediators in terms of planning and organizing, data collection and reporting.
- Ensuring that MSF procedures and protocols are being followed to guarantee the operational quality of the project;
- Planning and supervising the HR processes (recruitment, performance evaluation, tasks definition and internal and external communication) of the staff under his/her responsibility in order to ensure both the size and the required level of training of the team.
- Implementing relevant trainings for the intercultural mediators in collaboration with the relevant referent/activity managers (PMR, MHAM,HAO,HP) to ensure the required level of knowledge in the team;
- Ensuring proper collaboration, communication and information sharing between the intercultural mediators and the different activities/departments;
- Performing intercultural mediation activities when required.

*See specific objectives and post dimension provided for each vacancy with possible specific accountibilities based on context and project set up (e.g. SAR)*

## Education

- Desirable degree in social sciences, social communication or teaching;
- Education in interpretation or intercultural mediation is an asset

## Experience

- Minimum two years’ experience in related position and in migration/ refugees programs of which at least one year with MSF.

## Language Level Description
## B1  Independent User
## Threshold or intermediate

- Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc.
- Can deal with most situations likely to arise while travelling in an area where the language is spoken.
- Can produce simple connected text on topics that are familiar or of personal interest.
- Can describe experiences and events, dreams, hopes and ambitions and briefly give reasons and explanations for opinions and plans.

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