

# Cancer Initiative Coordinator (W/M) - Papua New Guinea (Operation Center Paris)

25 avril 2025

Médecins Sans Frontières (MSF) is an international, independent, medical humanitarian organization created in 1971 that delivers emergency aid to people affected by armed conflict, epidemics, healthcare exclusion and natural disasters.

The Coordination team from the Paris Operation Center in Papua New Guinea and the Tokyo cell will be launching a project of which one of the main objective is to **coordinate with different actors** (national and provincial cancer response) so that a functional cancer care pathway exist for the population of Lae and beyond and to support the ANGAU Cancer Center , in Lae, Morobe Province to provide these different services through collaboration with these actors.

The project main scopes are:

- coordination and project management
- Advocacy activities.

**Cancer Initiative Coordinator** will play a strategic program management and leadership role in advancing the national and provincial cancer response in Papua New Guinea. This position focuses on supporting and strengthening multisectoral coordination, strategic alignment, and stakeholder engagement related to the expansion and operationalization of broader cancer care efforts across the continuum, in support of the Morobe Cancer Initiative.

This position is hosted by MSF but primarily supports the partnership coordination and operationalization of a comprehensive cancer initiative. The position will serve as a key liaison between the Ministry of Health (NDoH), Provincial Health Authorities (PHA), Technical Working Groups (TWGs), and a growing network of development partners, NGOs, and technical agencies. This role requires strong cultural sensitivity, diplomatic engagement, and a proactive approach to navigating a dynamic and resource-constrained environment.

## Main Duties:

### Strategic Coordination and Engagement

- Support and co-lead the Technical Working Group (TWG) for the Morobe Cancer Initiative, ensuring inclusive participation, clear objectives, and productive outputs.
- Facilitate cross-stakeholder alignment between NDoH, PHAs, development partners, and technical experts around the cancer care continuum.
- Lead or support engagement with national and regional stakeholders to advocate for shared responsibility across key pillars (e.g. prevention, screening, treatment, palliative care).

## **Partnership Development & Mobilization**

- Cultivate and maintain trusted relationships with key actors across government, international partners, and civil society.
- Map and mobilize stakeholders to fill gaps in cancer services across the continuum, ensuring clear roles and accountability.
- Support donor engagement and resource mobilization by identifying synergies and strategic opportunities for co-investment.

## **Program & Project Management**

- Oversee coordination efforts related to cancer planning and implementation, ensuring timely follow-up, delivery of action points, and strategic prioritization.
- Support the development and monitoring of work plans, roadmaps, and frameworks related to the cancer initiative.
- Facilitate the preparation of strategic briefs, updates, and communications for internal and external audiences.

## **Facilitation, Communication, and Learning**

- Design and facilitate coordination workshops, technical meetings, and strategic planning sessions with multisector stakeholders.
- Ensure clear, culturally appropriate communication across levels of engagement—from high-level government to provincial teams.
- Support documentation of lessons learned, stakeholder inputs, and key decisions to inform iterative planning and implementation.

## **Profile Requirements :**

### **Education :**

- Advanced degree in Public Health, International Development, Business Administration, Health Management, or related field

### **Experience:**

- Minimum 5–7 years of progressive experience in program coordination, public health, or humanitarian/development work—preferably in LMIC settings.
- Demonstrated experience in stakeholder coordination, government engagement, and/or health sector planning.
- Experience in complex, resource-constrained, and politically sensitive environments.
- Familiarity with cancer care, NCDs, or health system strengthening is a strong asset.

**Languages:** Proficiency level in English

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

## Competencies:

- Strong cultural sensitivity and ability to build trust across diverse stakeholder groups.
- Proven ability in high-level relationship building, diplomacy, and strategic facilitation.
- Excellent project and program management skills, with strong organizational abilities.
- Effective communicator—both written and verbal—with an ability to tailor messaging to different audiences.
- Agile, open-minded, and resourceful—able to adapt to evolving priorities and operate under uncertainty.
- Confident facilitator and workshop designer, comfortable leading multi-stakeholder discussions.
- Willingness to travel regionally and work flexibly in dynamic field settings.

## What we offer:

- A chance to shape a high-impact national and provincial health initiative at a pivotal moment.
- A dynamic, mission-driven work environment with strong values of equity, inclusivity, and respect.
- Opportunities to grow professionally and contribute to a legacy of improved cancer care in PNG.
- Contract duration of 2 years with family support package (Accommodation, monthly allowances and school fees per MSF policy)

**Compensation & benefits:** Level 13-IRFFG Grid

**Position to be filled preferably by end of June 2025.**

**How to apply:** Send your application documents (CV & motivation letter both in English) up until May 11th to the following address: [recruit@tokyo.msf.org](mailto:recruit@tokyo.msf.org) **with the subject: Cancer Initiative Coordinator-PNG**

*At MSF, we value diversity and strive for an inclusive and accessible working environment. We encourage all suitably qualified people to apply, regardless of their ethnic, national or cultural origin, age, gender, sexual orientation, beliefs, disability or any other aspect of their identity.*

## **Type de contrat**

Fixed-term contract

## **Date limite de dépôt de candidatures**

11 mai 2025

*MSF tient à la protection des données personnelles de ses membres, de ses salariés et des personnes souhaitant rejoindre l'association. Les données collectées lors de cette candidature seront strictement transmises, pour un traitement équitable et de qualité, aux personnes intervenant dans le processus de recrutement, quel que soit l'endroit où se trouve la structure MSF à laquelle elles appartiennent. Pour plus d'informations sur la façon dont sont traités vos données et vos droits, [veuillez consulter notre politique de confidentialité.](#)*