



Safeguarding Project Officer

27 mars 2026

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.

Within the framework of OCP's safeguarding policy, the Operational Safeguarding Project Officer contributes to the integration of the various actions and measures defined in the action plan into operational missions, by coordinating collaboration between operations and the different focal points in support departments- and, where relevant, with other MSF entities as needed.

Main Mission & Activities

The role focuses on managing a number of ongoing, primarily cross-departmental workstreams that are critical to the rollout of safeguarding, ensuring their completion and delivery.

Activities are structured around the following pillars:

Communication Pillar

- Contribute to the safeguarding communication and dissemination strategy
- Ensure that the safeguarding policy is effectively communicated and consistently disseminated across all levels of the operational chain
- Ensure that cross-departmental safeguarding communication efforts are aligned, coordinated, and optimized
- Provide support to the Steering Committee regarding the safeguarding page on Sharek (updates, monitoring, feedback)

Engagement Pillar – Awareness Raising

- Regularly review and assess existing or newly developed awareness-raising materials used in projects, adapting them to different target groups (e.g. MSF-contracted staff, daily workers, partner staff such as MSP)
- In coordination with Patient Rights and Community Engagement focal points (PCA, HPCE, PS, etc.), contribute to the development of safeguarding awareness strategies in projects with

community-based activities

- **Identify needs in terms of communication materials (visual, audio, digital, etc.) and adapt them to the specific context of each project (translation, design, production, etc.)**

Prevention Pillar

- **Contribute to effective coordination between operations – through the operational safeguarding working group - and departmental stakeholders, in line with progress on their respective prevention action plans**
- **Support the development of a thematic guide to analyze barriers faced by staff and patients in accessing reporting mechanisms**

Cross-functional Role

Ensure consistency and alignment of safeguarding practices and information across support & technical departments and technical functions

With the HR Department:

- **Learning & Development: continue supporting the integration of safeguarding into training pathways**
- **Recruitment: following the finalization of the “Safe Recruitment” guidelines, ensure proper implementation of processes**
- **Operational HR / POT / GP: contribute to the revision of job profiles (particularly Head of Mission and Project Coordinator roles) to ensure safeguarding responsibilities are integrated into their roles and responsibilities**

With Other Departments:

Under the supervision of the Operational Safeguarding Referent, participate in safeguarding workstreams led by support/technical departments (e.g. logistics, IT/operational systems such as SAFER)

Provide accompaniment and safeguarding expertise and support in workshops or events organized by technical departments (e.g. CJP training sessions)

Education

A university degree in humanitarian affairs, international cooperation, human rights, or an equivalent field is required. Training in safeguarding/PSEA is an asset.

Skills & Experience

- **Strong knowledge of safeguarding/PSEA policies, core ethical principles (including the “do no harm” principle, confidentiality, and informed consent), as well as socio-cultural considerations in humanitarian and/or medical-humanitarian contexts.**
- **At least three years of experience as a Safeguarding/PSEA Lead and/or Coordinator within a humanitarian or medical organization is a strong asset.**
- **Proven experience in cross-departmental coordination (HR, Operations, Logistics, Supply, Medical) to ensure the integration of safeguarding across organizational practices.**
- **Experience in developing and implementing safeguarding-related tools, procedures, and organizational practices.**
- **Expertise in designing learning strategies and developing training tools (training programmes, Training of Trainers – ToT, e-learning modules), tailored to diverse audiences ranging from frontline staff to senior leadership.**

Other Qualities

- **Strong ability to work collaboratively in multidisciplinary and cross-functional teams**
- **Ability to simplify and communicate sensitive topics to diverse audiences**
- **Strong organizational skills and attention to detail in developing procedures and tools**
- **Ability to work autonomously and manage priorities effectively**
- **Excellent written and verbal communication skills**

Languages

- **Proficiency in French and English, both written and spoken**
- **Minimum B2 level in at least one of the two languages, with strong writing skills**

Status and Conditions

Status: 6-month full-time fixed-term contract. Management position based in Paris. Remote work in accordance with MSF’s current policies (2 days/week).

Conditions: €50,8k gross annual salary paid over 13 months. 22 days of RTT. Supplementary health insurance fully covered by Doctors Without Borders. Meal vouchers with a face value of €12 (60% covered by Doctors Without Borders). 50% coverage of public transportation subscription (weekly, monthly, annual). *Due to administrative requirements related to the contract duration, candidates must already hold a work permit in France (European Union citizen) or a residence permit allowing them to work in France.*

Position available: as soon as possible

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.

Date limite de dépôt de candidatures

16 avril 2026

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.](#)