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## MS02004

### PATIENT SUPPORT SUPERVISOR

Level 7

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#### Reports to (Hierarchical)

Patient Support Manager

#### Reports to (Functional)

Patient Support Manager

#### Job Family

Medical & Paramedical

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#### Main Purpose

In close collaboration with the Patient Support Activity Manager, supervising the implementation of patient support activities according to MSF protocols, standards and procedures in order to empower the patient in front of his illness and treatment, beyond the purely medical aspects of care

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#### Accountabilities

- Assisting the Patient Support Activity Manager in assessing the patient support needs, defining the patient support strategy according to the changing medical needs and context, and developing patient support tools (counselling/education protocols, health promotion messages, etc.)
- Ensuring, monitoring and evaluating the implementation of patient support activities according to MSF protocols, standards and procedures
- Ensuring good communication and collaboration with the other components of the project and other partners working on patient support
- Supervising and supporting the staff under his responsibility, planning and organizing their work
- In close collaboration with the HR department, supervising the associated HR processes (recruitment, training, induction, evaluation, potential detection, coaching, development and internal communication) in order to ensure both the sizing and the amount of knowledge required
- Ensuring data collection and analysis of patient support activities (collecting reports of patient support staff, summarizing reports, etc.)

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#### Education

University degree in psychology/ counselling/ social sciences/ communication/ health promotion/ educational sciences / nursing

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## Experience

- Desirable 2 years of previous experience and previous experience in other NGO's
  - Demonstrable experience in supervising and training others in a team setting
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## 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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