

Médecins Sans Frontières Spain – OCBA (Operational Center Barcelona-Athens) is looking for a

## **DEPUTY HR DIRECTOR – HEAD OF LEARNING AND DEVELOPMENT AREA (BASED IN BARCELONA)**

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*Do your skills and experience not precisely match the requirements? MSF-OCBA is an organization committed to promoting diversity and equity by providing equal access to professional opportunities. We understand that women, people of colour, indigenous individuals, members of the LGTBI+ community, and other underrepresented groups often hesitate to apply for employment if they don't meet all the requirements. At MSF-OCBA, we strive to create a diverse, inclusive, and genuine workplace. Therefore, if you're interested in this position but your experience doesn't align perfectly with the selection criteria, we encourage you to apply anyway. You might be the ideal candidate for this or other positions.*

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### **GENERAL CONTEXT**

Médecins Sans Frontières is an international independent medical-humanitarian organization, which offers assistance to populations in distress, to victims of natural or man-made disasters and to victims of armed conflict, without discrimination and irrespective of race, religion, creed or political affiliation.

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.

### **POSITION OVERVIEW**

MSF-OCBA is looking for a dynamic and experienced Deputy HR Director to join the HR Department's Management Team. This position plays a key leadership role in co-driving the strategic direction of the department, while providing direct leadership to the Learning & Development (L&D) area. The Deputy HR Director also oversees HR Operations and serves as a key liaison between the HR and Operations departments, ensuring strategic alignment and effective collaboration across both areas.

The successful candidate will work closely with the HR Director and Heads of Area (Staff Care and Onboarding & Deployment), playing a key role in shaping and implementing MSF-OCBA's HR/people strategies. These strategies aim to be agile, inclusive, data-informed, and driven by operational needs & realities, in alignment with the organization's upcoming strategic plan.

The HR Department at MSF-OCBA is structured to provide tailored and strategic support to field operations and frontline staff through an integrated, cross-cutting approach. It is organized around three core functional areas:

- Onboarding & Deployment (O&D).
- Staff Care (SC).
- Learning & Development (L&D).

## **KEY RESPONSIBILITIES**

### **Strategic Co-Leadership within the HR Department**

- Act as deputy to the HR Director and co-lead the HR department coordination team.
- Contribute to translation of OCBA's operational ambitions into scalable HR strategies together with the HR Director.
- Contribute to HR strategic direction and institutional development, ensuring alignment with OCBA's operational needs and values.
- Reinforce link with internal and external partners to encourage mutual agreements, more diverse reflections and efficiency in HR initiatives.
- Support integration of DEI principles across all HR and people development strategies.
- Serve as the focal point for HR-Ops collaboration and participate in interdepartmental platforms.

### **Oversight of HR Operations**

- Represent HR in strategic operational planning cycles, ensuring proactive workforce scenario-building.
- In collaboration with the Heads of Area, ensure that HR support across all departmental functions (Learning & Development, Onboarding & Deployment, and Staff Care) is responsive to the evolving needs and realities of field operations.
- Represent HR/OPS in interdepartmental and intersectional platforms and working groups.
- Coordinate the design and implementation of field HR strategies, including staffing models, mobility frameworks, and support mechanisms.
- Lead functional support to HR-Ops team (HR advisors in operational cell) and the HR Field Platform.
- Ensure the HR Operations function is responsive, agile, and strategically aligned with both current and future organizational needs.

### **Leadership of Learning & Development (L&D) area**

- Lead the units under this area (including Pool Management & Recruitment, Learning & Development, and Team Performance Support) to ensure

coordinated and effective responses to the evolving needs of MSF-OCBA's global workforce.

- Co-lead the design, adoption, and implementation of the Learning & Development (L&D) strategy to ensure it effectively supports the growth and development of OCBA's global workforce across diverse contexts.
- Ensure coherence and alignment between career development, recruitment, learning initiatives, and broader HR strategies in support of OCBA's upcoming strategic orientations.
- Strengthen the alignment of performance management systems and organizational culture with MSF-OCBA's organizational values and operational realities. Steer the ongoing revision of the Performance Management System (PMS) and oversee its implementation in the coming years.
- Drive collaboration with Operation and other departments to ensure learning solutions meet future workforce requirements.
- Guide the L&D area toward becoming a more integrated and field-driven services, ensuring it effectively addresses identified needs across the organization.

#### **Data-Driven Decision Making (reporting)**

- Ensure that field HR actors are equipped and supported to actively contribute to workforce analytics and real-time data dashboards through clear processes and seamless reporting from field operations.
- Ensure operational relevance of HRIS systems (SAP/Succuss factor, Homere, etc.) and alignment of confidential data protocols.
- Promote a data-informed culture by strengthening the ability of HR and operational leaders to understand, interpret, and apply data in decision-making.

#### **Reporting Lines**

- Reports to: HR Director
- Staff Reporting to this Role: Heads of Unit within L&D area, head of HR projects and Field HR application referent.
- Key Internal Collaborators: Operations Department, Head of Staff Care, Head of Onboarding & Deployment, Head of Service platform.

### **SELECTION CRITERIA**

#### **Education and Experience**

- Studies in Leadership and Management are highly desirable.
- Proven experience in senior HR management roles, with field-level exposure.

- Prior experience with MSF (field and HQ) in HR-Ops, HRco, with good understanding of L&D is essential.
- Demonstrated experience in Learning & Development and/or Talent Management.
- Proven understanding and exposure of HR- ops management.
- Leadership and team management experience.

### **Skills and Competencies**

- Full alignment with MSF's humanitarian principles.
- Strategic and systemic thinking; results oriented.
- Strong leadership, communication, and people management capabilities.
- High adaptability and ability to navigate complex organizational environments.
- Fluency in English and French is required. Fluency in written and spoken Spanish is a strong asset.

### **CONDITIONS**

- Location: Based in Barcelona office.
- Contract Type: Full-time, HQ-level position.
- Duration of contract: Mandated position: 3 + 3 years, Minimum of 3-years moral commitment.
- International travel: up to 30% including to MSF OCBA network offices, program countries and projects, sometimes in unstable contexts.
- Annual gross salary: HQ-6 level 59.763€ + secondary benefits based on MSF OCBA Reward Policy. Subjected to local conditions.
- Starting Date: September 2025.

### **HOW TO APPLY**

- To apply, please submit your CV and cover letter to:
- <https://careers.msf-applications.org/job-invite/9517/>
- Closing date: July 4<sup>th</sup>, 2025, 23:59 CET (Central European Time).

**MSF is committed to achieving workforce diversity in terms of gender, race, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are encouraged to apply. We are committed to achieving a balanced gender distribution and therefore encourage women to apply.**

**All applications will be treated with the strictest confidence. MSF provides a work environment that reflects the values of gender equality, teamwork, integrity and a healthy balance of work and life. MSF does not tolerate sexual exploitation and abuse, any kind of harassment, including sexual**

**harassment and discrimination. All selected candidates will, therefore, undergo reference checks.**

**Médecins Sans Frontières, as a responsible employer, under the "Ley General de la Discapacidad de 2013 (LGD)" invite those persons with a recognized disability and with an interest in the humanitarian area to apply for the above-mentioned position.**