

## Job Advertisement

### Humanitarian Liaison Officer

Location: Switzerland or remote (within EU time zones)

Duration: one-year fixed contract

The International Council of Nurses (ICN) is seeking a passionate and dedicated individual to join our team as a Humanitarian Liaison Officer. This role presents a unique opportunity to play a crucial role in coordinating and facilitating communication and collaboration between ICN in its partnership with Direct Relief and various stakeholders in disaster and conflict zones, as well as establishing and maintaining vital relationships with local and international healthcare stakeholders.

### Responsibilities

- Serve as a liaison between Direct Relief, ICN, and local/international healthcare stakeholders, working closely with ICN's extensive network of over 130 national nursing associations (NNAs), local health professionals and regulators to facilitate communication and collaboration with Direct Relief's disaster relief supply team
- Utilize ICN's extensive network of national nursing associations to gather real-time intelligence on healthcare needs and challenges in countries affected by conflict or natural disasters. Identify and engage local healthcare responders with insights and network connections to generate timely reports to enable Direct Relief to make well-informed humanitarian support decisions
- Collaborate with Direct Relief's teams to support the optimal deployment of supplies and resources. Contribute to prioritized needs assessments using locally sourced intelligence
- Outline the terms of possible cooperation and compliance needs with NNAs where relevant and required
- Seek opportunities to deploy ICN's Nurses for Peace program resources to support nursing teams working in disaster or conflict zones
- Maintain proactive communication and collaboration with relevant parties to ensure effective coordination and support
- Actively contribute to N4P fundraising efforts, collaborating with internal and external stakeholders and partners to secure resources and support.

- Provide regular updates of in-country liaison and support activities to Direct Relief and ICN
- Effectively convey the on-the-ground impact of N4P and Direct Relief intervention to relevant stakeholders. Advocate for the needs of healthcare professionals and vulnerable populations in conflict or disaster zones, highlighting the importance of nursing in humanitarian relief efforts.
- In collaboration with ICN's communication team, regularly generate content for ICN social media and website messaging.
- Establish new and nurture existing relationships with key stakeholders, including government agencies, local healthcare entities, local and neighboring associations, regional nursing groups, and international NGOs.

## Requirements

- Registered nurse highly desirable, healthcare background mandatory
- Minimum of 5 years of on-the-ground humanitarian experience
- Native-level English, with fluency in French and/or Spanish
- Excellent communication skills, both verbal and written
- Strong networking and relationship-building abilities
- Ability to work effectively in high-pressure environments and manage multiple challenging tasks simultaneously
- Dynamic, proactive and autonomous with strong analytical skills

## Application Process

If you are passionate about making a difference in humanitarian and disaster recovery efforts and possess the required qualifications and attributes, we encourage you to apply for this rewarding position.

Please submit your CV along with a cover letter outlining your relevant experience and why you are suitable for this role to [recruitment@icn.ch](mailto:recruitment@icn.ch).

Application deadline: 31 May 2024

ICN is committed to diversity and inclusion and encourages individuals from all backgrounds to apply. Join us in our mission to support and strengthen nursing worldwide. Together, we can make a difference.