



Job Specification: Technical Field Manager – Team Leader (HMA)

Department:	Programmes
Scale:	Technical Level 4
Line managed by:	Regional Programmes Manager - Western West Africa (Technical Oversight from the Regional Technical Operations Manager)
Responsible for line managing:	Technical Team (Team Leader, Deminers, Medic, Ambulance driver, CLO & IMO)
Location:	Casamance - Sénégal

MAG's Vision is a safe future for women, men and children affected by violence, conflict and insecurity. People will live in communities where their rights are upheld, with dignity and choice and free from fear from mines, explosive remnants of war (ERW) and the impact of small arms and light weapons and ammunition.

MAG's Mission is to save lives and build safer futures. We will use our core skills and distinctive competence to save lives through the removal of mines and ERW, and reduce the impact of small arms, light weapons and ammunition on people and communities. How we do this is as important as what we do – we work primarily with and for communities, for us 'it's all about people'.

MAG's Values. Our values come to life through our actions, every day. How we act has an impact on others. As someone who works at MAG, you can help to create a positive culture by demonstrating our values through your own behaviour and actions. Everyone has a role to play in shaping our culture. Everyone should understand our values and is encouraged to think how they are relevant to their individual role.

DETERMINED - we work with purpose.

EXPERT - through excellence and expertise we build trust.

INTEGRITY - we strive to do the right thing.

COMPASSION - people come first in everything we do.

INCLUSIVE - we are inclusive, and we value diversity.

Job Purpose:

Under the line management of the Regional Programme Manager (RPM) and technical supervision of the Regional Technical Operations Manager (RTOM), the Technical Field Manager – Team Leader (minimum EOD Level 3) is responsible for the operational implementation and technical supervision of humanitarian mine action activities in Casamance.

The TFM-TL ensures compliance with international standards and MAG's internal procedures, guaranteeing safety, quality, and efficiency in operations. This role combines technical expertise, team management, and field-level project oversight. The TFM-TL also contributes to national capacity-building through targeted training and continuous technical support and plays a key role in liaising with local authorities and partners to facilitate operational delivery.



Job Description:

Technical Responsibilities

- Act as the line manager for the technical team (Team Leader, Deminers, Medic, Paramedic, IMO).
- Plan, prioritize, and coordinate all operations, including:
 - Non-Technical and Technical Survey, Clearance, Battle Area Clearance, neutralization/destruction of mines and ERW, marking, mapping, and information management.
 - Risk Education in the project area to achieve expected results, ensuring safety, compliance, and effective information management.
- Supervise demining and risk education operations and related tasks, in line with SOPs, IMAS, and NMAS
- Review, draft, and/or revise SOPs as necessary.
- Continuously conduct risk assessments to ensure maximum operational safety (quality assurance).
- Maintain updated knowledge of all explosive devices present in Casamance.
- Maintain updated knowledge of all relevant technical equipment in use in Casamance.
- Ensure the safe maintenance and storage of all project materials and equipment (including explosives and accessories).
- Advise and assist the RPM and RTOM in implementing new systems and procedures to optimize productivity and safety.

Training and Capacity Building

- Act as the line manager for the technical team (Team Leader, Deminers, Medic, Paramedic, IMO).
- Plan, prioritize, and coordinate all operations, including:
 - Non-Technical and Technical Survey, Clearance, Battle Area Clearance, neutralization/destruction of mines and ERW, marking, mapping, and information management.
 - Risk Education in the project area to achieve expected results, ensuring safety, compliance, and effective information management.
- Assist the Regional Programme Manager in recruiting national technical staff for HMA activities
- Assist the RTOM in the design, development, delivery and evaluation of appropriate training
- Supervise demining and risk education operations and related tasks, in line with SOPs, IMAS, and NMAS
- Review, draft, and/or revise SOPs as necessary.
- Continuously conduct risk assessments to ensure maximum operational safety (quality assurance).
- Maintain updated knowledge of all explosive devices present in Casamance.
- Maintain updated knowledge of all relevant technical equipment in use in Casamance.
- Ensure the safe maintenance and storage of all project materials and equipment (including explosives and accessories).
- Advise and assist the RPM and RTOM in implementing new systems and procedures to optimize productivity and safety.
- Motivate and develop the technical team, as well as partnered national authorities to perform to a high standard to a high level in all aspects of HMA management.
- Establish and maintain good working relationships with all national staff to maximize individual capacity development objectives.

Communication and Reporting

- Keep the RPM and RTOM fully informed of all operational issues and project implementation challenges.
- Provide relevant updates, lessons learned, and case studies to the RPM.
- Submit accurate operational reports in line with MAG's SOPs and NMAS, and produce additional technical reports as needed to the RPM and the RTOM
- Ensure staff are informed of broader programme developments to foster understanding of all technical aspects of projects.
- Conduct thorough investigations and report on all incidents/accidents, providing detailed recommendations to the RPM and RTOM in line with MAG's policies.
- Contribute to internal planning and discussions to improve MAG's performance, results, and impact.
- In coordination with the RPM, liaise with the NMAC and represent MAG to promote its objectives and ensure operational effectiveness.



Health, Safety and Security

- Monitor the security situation in workplaces and operational areas, ensuring staff are aware of risks and developments.
- Ensure policies and procedures are in place so that all HMA operations comply with MAG's health, safety, and security standards.

All staff are expected to undertake the following general duties:

- Work within the framework of MAG's core values, promoting its ethos and mission statement.
- Work towards achieving programme and/or department business plan objectives
- Ensure familiarity with and adhere to all MAG policies and procedures and keep informed of MAG activities
- Undertake and apply learning from appropriate training and development programmes.
- Travel overseas, sometimes to developing countries and areas in conflict, as and when required.
- Undertake the role in a manner appropriate to the cultural context and within the local legal framework.
- Understand and uphold the standards outlined in MAG's Safeguarding Framework, acting with due care and attention to safeguard the wellbeing of anyone that comes into contact with MAG's work and reporting concerns if they do arise.

This is a non-contractual document that can be varied from time to time as circumstances dictate. This job description is intended to summarize the main duties and responsibilities of the post; this is not intended to be a full and exhaustive list of tasks. All MAG staff are expected to demonstrate flexibility and willingness to perform appropriate tasks when the need arises.

Person Specification

Essential Experience

- Proven experience in implementing HMA operations (NTS, TS, BAC, demolition).
- Experience leading, motivating, and managing diverse teams.
- Experience delivering formal/informal/on-the-job training and transferring skills.
- Experience working independently for long periods in remote environments with minimal supervision.

Essential Skills and Knowledge

- IMAS EOD Level 3 qualification with significant field experience (EOD 3+ desirable).
- Ability to draft, revise, and comply with technical and safety SOPs.
- Ability to contribute technical expertise and clearance objectives to proposals and reports.
- Strong organizational skills with ability to plan and coordinate both field and administrative activities.
- Excellent communication and interpersonal skills.
- Proficiency in French and English.
- Strong literacy, numeracy, and IT skills, particularly Word and Excel.

Essential Aptitudes

- Commitment to MAG's humanitarian mission and principles.
- Innovative, creative, and proactive mindset with analytical and solutions-oriented approach.
- Commitment to high standards of quality and continuous improvement of efficiency and effectiveness.
- Ability to build and maintain effective working relationships in cross-cultural environments, at all levels.
- Ability to manage budgets and procurement requirements.
- Motivation, flexibility, and enthusiasm.
- Ability to meet deadlines and remain calm under pressure.
- Ability to represent and promote MAG.

Qualifications

- EOD 3 or EOD 3+.

Signed employee:	Date:
Signed manager:	Date:

September 2025