



ASSISTANT MEDICAL ADVISOR NORTH EAST SYRIA

Position Title: Assistant Medical Advisor

Location: North East Siria

Period: 3 - 6 months with possible extensions

Starting Date (indicative): September 2019

Context

Un Ponte Per (UPP) is an NGO established in 1991. It has started its activities as “Un ponte per Baghdad”, right after the end of the war in Iraq, with the aim of organizing solidarity initiatives in favor of the Iraqi civil society. Later on, the intervention of Un ponte per... started including Serbia and other Middle Eastern and Mediterranean countries. The NGO mission is to prevent new conflicts, protect human rights and support civil society, especially in the Middle East, through awareness raising and advocacy campaigns, cultural exchanges, humanitarian and peacebuilding projects. UPP is active in Iraq since 1991 and is regularly registered at National and Kurdistan Region levels. Since 2012 UPP implements several programs to assist Syrian refugees.

Learn more at: www.unponteper.it

The position

The Assistant Medical Advisor (AMA) will help the medical coordinator to develop the advice, design, organizing, training and monitoring activity in the development of the supporting primary care services, following a process of mentoring, assisting and acting as full junior medical advisors according to personal development.

1. PRIMARY CARE SERVICES

Role and Responsibilities

The assistant medical advisor will collaborate with the medical coordinator and or other medical advisors in :

- Advising the functional design and operation of the services, both in maternity clinical area, surgical maternity and neonates area
- Organizing clinical services, distribution and organization of staff, and the overall dynamic flow and roles of the maternity unit
- Developing the programs of maternity and neonates at hospital level

In addendum the Assistant medical advisor will help to organize and particulate in the training and monitoring:

- Training the general staff in:

Un Ponte Per | UPP – Associazione Non-Governativa di Volontariato per la Solidarietà Internazionale

Sede Nazionale: Via Angelo Poliziano 18-20-22, 00184 Roma - Italia

tel. (+39) 06 44 70 2906 - fax: (+39) 06 44 70 3172 - e-mail: info@unponteper.it - web site: www.unponteper.it

ONLUS: Iscritta alla Anagrafe delle Onlus AGEDRLAZ Prot. n° 0022455 del 27/03/2015 - ONG: Iscritta all'Elenco AICS Decreto n° 2016/337/000281/5
Partita Iva 04734481007 - Codice Fiscale 96232290583



- Functional design,
- Organization of services, roles and responsibilities
- Overall staff management, particularly advising in the clinical aspect of the operation
- Humanization program of the maternity unit, including psychosocial support and coordination with a community maternity program
- Clinical accountability
- Training of the clinical staff (doctors, nurses, paramedics and midwives) in:
 - Clinical protocols for antenatal, intra-natal and post delivery periods, including the basic quality standards of clinical procedures,
 - Maternity clinical emergency
 - Review and update of obstetric surgery methods and complications
 - Case management
 - Community medicine. The role of the hospital in conflictive societies
- Organizing and advising a training curriculum for doctors, nurses, paramedics and CHWs to be developed in the academy of medicine to be created, according to the policy makers in the region
- Advising the management of the training institution in every clinical or training aspects
- Monitoring the overall process of hospital activation, meeting the challenges and signaling the gaps and solutions to correct them
- Advising and collaborating with the Project Manager in any demand related to hospital programs.
- Elaborating M&E data for reporting purpose - Supporting the project managers in the reporting activities.

Essential Requirements

- Medical degree (doctor or nurse).
- Accredited experience as practical doctor or nurse in hospital maternity (at least one year time)
- Disponible to accept a project period contract (between three to six months), including a period of mentoring and probation
- Domain of English language (speaking and writing)

Assets

- Obstetric / gynecological specialty accreditation
- Experience as teacher of medicine or nursing, in accredited institutions. Management of training center is an asset. On site clinical training is an asset.
- Innovative hospital management experience
- Experience in clinical training. Hospital training and maternity related services training is an asset
- Experience in advising or managing hospital setting in low income countries and / or health related conflictive areas
- Good understanding of the project life cycle management
- Excellent capacity to work in team.
- Proven capacities to plan activities successfully targeting results and objectives.
- Ability to supervise and/or mentor the medical staff.
- Previous work experience in humanitarian field.
- Fluntly in Arabic language (speaking and writing).
- Working experience with local counterparts (CSOs, local NGOs, local institutions).
- Experience of planning, organizing and prioritizing work, working under pressure and meeting deadlines.
- Ability to work under pressure in stressful environments



2. MATERNITY HOSPITAL MANAGEMENT

Role and Responsibilities

The assistant medical advisor will collaborate with the medical coordinator and or other medical advisors in :

- Advising the functional design and operation of the services, both in maternity clinical area, surgical maternity and neonates area
- Organizing clinical services, distribution and organization of staff, and the overall dynamic flow and roles of the maternity unit
- Developing the programs of maternity and neonates at hospital level

In addendum the Assistant medical advisor will help to organize and particulate in the training and monitoring:

- Training the general staff in:
 - Functional design,
 - Organization of services, roles and responsibilities
 - Overall staff management, particularly advising in the clinical aspect of the operation
 - Humanization program of the maternity unit, including psychosocial support and coordination with a community maternity program
 - Clinical accountability
- Training of the clinical staff (doctors, nurses, paramedics and midwives) in:
 - Clinical protocols for antenatal, intra-natal and post delivery periods, including the basic quality standards of clinical procedures,
 - Maternity clinical emergency
 - Review and update of obstetric surgery methods and complications
 - Case management
 - Community medicine. The role of the hospital in conflictive societies
- Organizing and advising a training curriculum for doctors, nurses, paramedics and CHWs to be developed in the academy of medicine to be created, according to the policy makers in the region
- Advising the management of the training institution in every clinical or training aspects
- Monitoring the overall process of hospital activation, meeting the challenges and signaling the gaps and solutions to correct them
- Advising and collaborating with the Project Manager in any demand related to hospital programs.
- Elaborating M&E data for reporting purpose - Supporting the project managers in the reporting activities

Essential Requirements

- Medical degree (doctor or nurse).
- Accredited experience as practical doctor or nurse in hospital maternity (at least one year time)
- Domain of English language (speaking and writing)

Assets

- Obstetric / gynecological specialty accreditation
- Experience as teacher of medicine or nursing, in accredited institutions. Management of training center is an asset. On site clinical training is an asset.
- Innovative hospital management experience
- Experience in clinical training. Hospital training and maternity related services training is an asset
- Experience in advising or managing hospital setting in low income countries and / or health related



conflictive areas

- Good understanding of the project life cycle management
- Excellent capacity to work in team.
- Proven capacities to plan activities successfully targeting results and objectives.
- Ability to supervise and/or mentor the medical staff.
- Previous work experience in humanitarian field.
- Fluntly in Arabic language (speaking and writing).
- Working experience with local counterparts (CSOs, local NGOs, local institutions).
- Experience of planning, organizing and prioritizing work, working under pressure and meeting deadlines.
- Ability to work under pressure in stressful environments

HOW TO APPLY: Interested candidates are invited to submit a detailed CV, a brief cover letter to address the requirements above and contact information for two professional references to: vacancy@unponteper.it . Please reference; “Assistant Medical Advisor_ *field of preference*” in the subject line of your email application. Only shortlisted candidates will be contacted.

Prospective candidates should be able to travel in Iraq and Syria upon the same -or better- conditions recognized to holders of Schengen Area passports.