



Medical Officer

We are currently recruiting a **Medical Officer**, directly reporting to the Health Program Coordinator.

This is a Sittwe-based position at Rakhine State. (Till June/ 2024 but possible extension).

At Relief International, we are committed to building a representative, inclusive and authentic workplace. We strongly encourage applications from candidates from minoritized backgrounds those who bring lived experience of the contexts in which we work.

We are proud to be a global recruiter, hiring people from around the world. We offer competitive salaries and benefit packages for all staff, that are applied fairly and transparently. This means we are unable to advertise the salary as it is dependent on the local job market of the staff member, we will inform shortlisted candidates of the salary range as part of the selection process.

About Relief International

Relief International (RI) works in 15 countries globally to relieve poverty, ensure well-being and advance dignity. We specialize in fragile settings, responding to natural disasters, humanitarian crises, and chronic poverty.

Main purpose of the role

This project aims to increase access to SRHR consultation across isolated and hard to reach Internally displaced persons (IDPs) sites in Sittwe Township. The aim is to ensure a continuum of SRHR and safe delivery care that is accessible at any time to these communities. Relief International has strategized its ongoing programme to build on existing mobile PHC clinics by promoting advocacy, capacity building, and service delivery for staff and communities. The Medical Officer leads the management of the specific mobile PHC delivery unit and strengthening CSO capacity initiatives and support.

Overall Objectives (scope)

Provision of effective and efficient SRHR delivery services according to RI/MoHS protocols, policies and guidelines ensuring quality service delivery through bridging existing gaps in capacity, demand creation and quality of care of SRHR delivery in Sittwe Township.

Your responsibilities will be:

Specific Responsibilities

This position involves approx. 50 % of direct healthcare provision and 50% of management duties, including a small team of health professionals.

Medical Management

- Provide direct routine and on-call SRHR and PHC services as needed to patients.
- Ensure the quality of the medical management of all patients seen by the health team through direct consultation and supervision, coaching midwives, nurses, pharmacists, and health educators.
- Participate actively in emergency medical response and in coordination with THD as per SOPs.

- Ensure all the medical services and treatments provided are in line with and according to RI and MOHS protocols and guidelines
- Actively participate and responsible of coordinating the referral process for RI in assigned areas.
- Ensure regular follow-up for patients as required.
- Participate and ensure the quality of the health messages delivered during the community and health promotion/education activities, setting capacity building initiatives as appropriate for the health educators.
- Supervise the mobile clinic strictly in regards Universal Precaution, IPC measurements and proper waste management as per RI and international standards.
- Ensure the smooth flow of the clinic and treat the patients with respect, empathy and good personal relationship.
- Ensure patient information and decision rights are respected.
- Ensure the correct management of the pharmacy and emergency stocks.
- Ensure Non-food relief supplies distributed to targeted beneficiary in a dignified manner.

General Management

- Prepare and share monthly work plan for clinical health team and ensure the clinic activities and operations run in accordance with the work plan approved by Health Program Coordinator.
- Manage and supervise Nurse, Midwife, and Health Educator.
- Take accountability and responsibility for clinical health team operations under the guidance, supervision and management of Health Program Coordinator.
- Support Regional Health Unit in collaboration with local health partners.

Administrative Management

- Involve in strategic planning, budgeting, resource allocation, and policy development within health department or organization.
- Be responsible for monitoring clinical outcomes, identifying areas for improvement, and implementing quality assurance initiatives.
- Participate in patient safety programs, adverse event analysis, and risk management activities.

Data Collection and Reporting

- Collect data and timely report on morbidity of patients and data input with the team according to RI standard reporting tools.
- Participate in the collection and analysis of epidemiological data, checking its validity and informing the line manager or Deputy Health Program Coordinator
- Monitor that all relevant data are correct and supervise data collection by other staff while ensuring timely reporting to Health Program Coordinator
- Submit monthly report to Line Manager including the recorded databases, summary and overview of status, problems/issues, etc.
- Inform Health Program Coordinator for specific medical needs, including potential disease outbreaks, in intervention settings.
- Monitor the health condition and situation in the camp and report as appropriate

Capacity building

- Collaborate with Health Program Coordinator and under the guidance of Head of Health Technical & Coordination Unit and give theoretical and on-job training to medical and para-medical staffs including Auxiliary Midwife, and community health workers from intervention settings depending on needs.

Communication, Coordination, and Supporting as Liaison

- Excellent communication with strong interpersonal skills and able to deal with local communities.
- Excellent communication with strong interpersonal skills and able to deal with local communities.
- Maintain good relationship with Basic Health staffs and all the team members from the assigned area.
- Liaise with other field staff during monitoring visit by Senior Staffs from the Health Program.
- Collaborate closely with other RI teams, especially Protection/Livelihood Team.
- Engage with Nutrition Technical Officer, to link nutritional intervention with cluster/ service providers for identified malnutrition cases.

Assessment

- Carry out assessments as required in areas affected by disasters.
- Collect appropriate data, both quantitative and qualitative, from medical point of view.
- Prepare assessment reports by collecting all necessary inputs from medical team.

Others

- Take part in program meetings, program reviews, and in general staff meetings.
- Adopt non-judgmental attitude, manage patients with compassion, and maintain strict confidentiality and privacy.
- Any others relevant tasks upon special request by line manager according to program needs as required.

About You

You will bring the following experience and skills

- M.B.B.S degree with valid license
- Previous experience working in INGOs, LNGO is mandatory.
- Good knowledge of primary health care, Nutrition, MNCH and Reproductive Health
- Experience in emergency medical response will be an asset.
- Experience in GBV case Management (desirable)
- Management experience is preferable
- To be a good team player and good personal skill to co-workers.
- Willing to work for marginalized population in clinic-based setting and in a multicultural context.
- Good knowledge of written and spoken English is essential
- Flexible and empathetic attitude
- Good communication skills between the clients and staff and among the team.
- Able to work under little supervision to complete tasks with timely manner.

Research shows that women and those from marginalized ethnic groups are less likely to apply to jobs, unless they meet every single requirement. If you're excited about this role, but your experience doesn't align with every criteria described, we encourage you to apply anyway, you could be exactly what we need!

How to apply: To apply for this post, click on the "[link](#)" button in the job advert page and send to hrrmm@ri.org, quoting "**Medical Officer - Sittwe**" in the subject line. **Closing date: 26 April 2024**

- You will be asked to upload a CV and Cover Letter.
- The cover letter should be at least one page, three references check person with current supervisor and explain why you are interested in this post with Relief International and how your skills and experience make you a good fit.

As a humanitarian organization, Relief International is committed to the safeguarding of all those we come into contact with through our work. We are committed to the core humanitarian principles regarding prevention of sexual exploitation and abuse. Relief International expects all staff and volunteers to share this commitment and uphold the values and behaviors outlined in the Code of Conduct.

