

VACANCY ANNOUNCEMENT OF MOBILE CLINIC ASSISTANTS

World Concern is a US-based global disaster response and sustainable community development agency. Our mission is to transform the lives of those facing the most profound challenges of extreme poverty into lives of abundance through disaster response and sustainable development projects. Since 1995, World Concern Myanmar has been actively working in Kachin, Shan States and Mandalay Region, focusing on health, nutrition, food security, protection, clean water and sanitation, livelihood development, and environmental justice and protection.

We are looking for dedicated and compassionate Mobile Clinic Assistant to join our Mobile Clinic Team operating in the Southern Shan areas.

Position : Mobile Clinic Assistants

Location : Mobile Clinic – Southern Shan, Myanmar (Travel regularly to remote locations as part of a mobile team.)

Reports to : Health and Nutrition Specialist and Area Manager

Why Join Us?

- **Make a Difference:** Be part of a mission-driven organization that impacts lives and communities.
- **Professional Growth:** Opportunities for learning and development in a supportive environment.
- **Collaborative Culture:** Work with a team of dedicated professionals who share your passion for helping others.
- **Comprehensive Benefits:** Enjoy a competitive salary and benefits package.

Key Responsibilities:

To assist Health and Nutrition Specialist and Area Manager and provide clinical services including outpatient therapeutic program as well as therapeutic supplementary feeding program as per the guidance of Health and Nutrition Specialist and AM in the targeted areas. Coordinate and collaborate with other medical partners and supervisor for the successful implementation of the mobile clinic activities and maternal and child nutrition. Participate in the program planning, implementation, monitoring and evaluation (PME) including annual, quarterly and monthly planning, reviewing and reporting.

- Provide primary health care services in mobile clinic settings.
- Assist the Medical Doctor in diagnosis and treatment.
- Ensure proper documentation and reporting of patient cases.
- Support health education activities in the community.
- Maintain infection control and medical supply management.
- Participate in the program planning, implementation, monitoring and evaluation (PME) including annual, quarterly and monthly planning, reviewing and reporting.
- With the guidance of the medical officer, develop plans for monthly activities including budget estimation based on the quarterly plan developed.
- Submit a monthly progress report against monthly plans, giving a good critical and creative discussions on the process and the results of activities.
- Assist to Health and Nutrition Specialist and a Area Manager in organizing trainings, workshops and meetings with consortium partners.
- Provide technical and supervision support to volunteers and staff in BCC group discussions, growth monitoring of the children and other health related activities.
- Assist to a Area Manager to coordinate with public and private hospitals and establish a referral system for severe cases to obtain an integrated health care management and reduce children and maternal mortality rates.

- Kept clinical records and medicine stock of the mobile clinic and submit monthly reports to supervisor.
- Assist to Health and Nutrition Specialist and a Area Manager to operate and run a mobile clinic tour monthly to provide primary health care treatment for target community
- Monitor and support volunteers and community mobilizers for the maternal and child nutrition technical issues and provide guidance to them.
- Prepare monthly and quarterly progress reports against with plans including challenges and lesson learned and submit to a line manager
- Carry out other tasks and assignments as requested by supervisor.
- Develop and implement a personal development plan.
- Submit a monthly time sheet by the 5th of each next month.

Qualifications:

- Certified Midwife or nursing diploma degree or community health with valid license and he/she has at least three years of experience in the similar position.
- Previous experience in clinical or community-based healthcare, NGOs and international agencies in humanitarian setting preferred.
- Able to speak local languages.
- Able to work in the hard-to-reach areas, flexible working hours and night stay if needed.
- Able to work independently and work with the team.
- Able to advocate and mobilize with the key stakeholders and beneficiaries.
- Basic Computer literacy (Excel, Word -Both Myanmar& English)

If you are passionate about making a positive impact and meet the qualifications, we encourage you to apply for this exciting opportunity!

Application process

Interested candidates **must** fill up **World Concern's application form** and attached CV, Covering Letter to the following address or E-mail address with supporting documents.

World Concern Myanmar (Country Office)

No. 7/36J, Golden Valley 1st Street, Golden Valley Ward (I), Bahan

Township, Yangon.

Email: wcmhr@worldconcern.org

Due to the urgent nature of this position, applications will be reviewed on a rolling basis, and recruitment will be conducted as soon as a suitable candidate is identified.

Only short-listed candidates will be **contacted** for interview.

Note: Application submitted without these details **WILL NOT** be considered.

Apply Now and be a part of something greater. Together, we can transform lives and communities.

Closing Date: 22 April, 2025