

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

GNBR000027--Medical Officer

The United Nations Volunteers (UNV) programme is the UN organization that promotes volunteerism to support peace and development worldwide. Volunteerism can transform the pace and nature of development and it benefits both society at large and the individual volunteer. UNV contributes to peace and development by advocating for volunteerism globally, encouraging partners to integrate volunteerism into development programming, and mobilizing volunteers. In most cultures volunteerism is deeply embedded in long-established, ancient traditions of sharing and support within the communities. In this context, UN Volunteers take part in various forms of volunteerism and play a role in development and peace together with co-workers, host agencies and local communities. In all assignments, UN Volunteers promote volunteerism through their action and conduct. Engaging in volunteer activity can effectively and positively enrich their understanding of local and social realities, as well as create a bridge between themselves and the people in their host community. This will make the time they spend as UN Volunteers even more rewarding and productive.

General Information

Country of Assignment	Guinea Bissau
Host Institute	UN PKO in Guinea-Bissau
Volunteer Category	International Specialist
Number of Volunteer	1
Duration	12 months
Expected Starting Date	Immediate
Duty Station	Bissau [GNB]
Assignment Place	Family Duty Station
Assignment Place Remark	

Living Conditions

Capital: Bissau; Population of Guinea-Bissau: 1.449.230 (45 % Muslims and 10% Catholic, 45% other), according to 2009 Population and Housing census.

Climate: Bissau aprox. 25°-30°; Rainy season from June to October

Health: The health sector is very precarious. The United Nations have their own health center for basic health care services.

Language: Official language: Portuguese; Spoken language: Creole; Working language at the United Nations: French and English.

Electricity and Communications: Some areas of Bissau have electricity nearly 24 hours per day, others depend on generators. There are several internet cafes in Bissau.

The country code is 245. MTN and Orange are the mobile phone companies in the country.

Money/Banking: There is access to banks and to 24/7 local ATM services.

Security: Although there is a certain political instability, the day to day life is calm. Neither the International Community nor the population of Guinea-Bissau is not affected the political instability. The UN staff members are equipped with Codan Radios (VHF) for communication with other UN staff members and UN Security Department

Assignment Details

Assignment Title

Medical Officer

Organizational Context & Project Description

The United Nations Integrated Peace building Office in Guinea-Bissau (UNIOGBIS) was established by the Security Council resolution 1876 of 26 June 2009. The Security Council approved Resolution 2343 on 23 February 2017 2010 extending UNIOGBIS mandate until 28 February 2018. In accordance with its mandate, UNIOGBIS shall assist the national authorities in strengthening the capacities of national institutions and the rule of law in Guinea-Bissau.

Specifically, UNIOGBIS shall focus, in particular, on the following priorities:

1. Support an inclusive political dialogue and national reconciliation process to strengthen democratic governance and work towards consensus on key political issues particularly with regards to the implementation of necessary urgent reforms;
2. Supports, including by technical assistance, the national authorities in expediting and completing the review of Guinea-Bissau's Constitution;
3. Provide strategic and technical advice and support to national authorities and relevant stakeholders, including in coordination with ECOWAS/ECOMIB and other international partners, in implementing the national security sector reform and rule of law strategies, as well as developing civilian and military justice systems that are compliant with international standards;
4. Support the Government of Guinea-Bissau, in cooperation with the Peacebuilding Commission towards the mobilization, harmonization and coordination of international assistance, including for the implementation of the national security sector reform and rule of law strategies, and enhancing cooperation with the AU, ECOWAS, CPLP, EU and other partners in support of the maintenance of constitutional order and the stabilization of Guinea-Bissau.

The UN medical services provide timely and reliable, customer oriented, cost-efficient and prompt medical care to all UN Staff members and their eligible dependants. Currently Medical Services have the following staff: One international Doctor, one local doctor, one international nurse and one local nurse, one local laboratory technician, one administrative assistant and one driver.

The UNIOGBIS medical service is an integrated service called the UNJMS. It has two clinics as follows: 1) A level-1 clinic located within the premises of the UN House in Bissau and 2) A health Post that is located within the HQ of the UNIOGBIS HQ compound. Both locations, though fully equipped, it still needs to increase its capability to health care provision to all UN Staff and their eligible dependants in Guinea Bissau by maintaining the staff level at both locations.

The nature of this assignment implies frequent interaction with staff at large; staff within work unit; senior management throughout the Organization; local and international Physicians.

Sustainable Development Goals

3. Good Health and Well-being

UNV Focus Area

Securing access to basic social services

Task description

This assignment is a support service to UNIOGBIS. It is not a humanitarian assignment involving direct work or interaction with local population.

Within the terms of the organization's delegated authority, and under the direct supervision of the Chief Medical Officer, the UN Volunteer Medical Officer, will undertake the following tasks:

Supports the provision of health services at the Level-I and Level-II health facilities for the mission and follow up and monitor the treatment of evacuated mission personnel.

Ensure availability of medical supplies and proper functioning of medical equipment;

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Ensure optimum and rational use of resources while respecting medical ethics;
 Implement appropriate training programs for medical staff and develop medical capabilities and capacity (e.g. Basic life Support (BLS), Advanced Cardiac Life support (ACLS), Pre-hospital Trauma Life Support (PHTLS), health education, HIV/AIDS prevention;
 Assist to manage the procurement of drugs, medical equipment, consumables and medical supplies locally and in accordance with UN system contracts;
 As a member of the Mission Crisis Management team, participates in the preparation and implementation of Mass Casualty Incidence (MCI) Response, Medevac, Casevac Standard operating procedures (SOP), Mortal Remains handling and repatriation SOP, response to multi-hazard emergencies in the Mission Area of responsibility and support office headquarters;
 Participate actively in organizing referrals, casualty and medical evacuation services provided to mission personnel.
 Supports laboratory technicians/nurses and medical administrative staff;
 Ensures availability of laboratory supplies and the proper functioning of laboratory equipment
 As a member of the Crisis Management Team (CMT), participate in the preparation and implementation of Business Continuity Planning standard operating procedures and training for the Mission area of responsibility;
 Support and participate in pre-deployment visits, pre-placement and periodic medical examinations, Immunizations for Eligible Personnel, refer staff to respective specialists when necessary, follow-up with specialists within and out country;
 Provides health education to clients and advises them on healthy living practices;
 Participate actively in addressing environmental and occupational health issues;
 Participate in the planning, management and implementation of adequate infection control measures in the mission health facilities at all levels;
 Provides relevant public health guidance to the facility management team in the mission and contractors providing catering, sanitation and fumigation services at the UN camps within
 Participates in the planning, organizing and implementation of Forward Medical Team;
 Undertakes day-to-day clinical duties, e.g. walk-in clinic, responding to emergencies;
 Reporting on all activities to CMO and his/her designate on a weekly and monthly basis
 When working with (including supervising) national staff or (non-)governmental counterparts, including Implementing Partners (IPs), the incumbent is strongly encouraged to set aside dedicated time for capacity development through coaching, mentoring and formal and on-the-job training

Furthermore, UN Volunteers are required to:- Strengthen their knowledge and understanding of the concept of volunteerism by reading relevant UNV and external publications and take active part in UNV activities (for instance in events that mark International Volunteer Day)- Be acquainted with and build on traditional and/or local forms of volunteerism in the host country- Reflect on the type and quality of voluntary action that they are undertaking, including participation in ongoing reflection activities- Contribute articles/write-ups on field experiences and submit them for UNV publications/websites, newsletters, press releases, etc.- Assist with the UNV Buddy Programme for newly-arrived UN Volunteers- Promote or advise local groups in the use of online volunteering, or encourage relevant local individuals and organizations to use the UNV Online Volunteering service whenever technically possible.

Results/Expected Outputs

Medical practices and trainings are effectively planned and implemented;
 Physical and mental health of UN staff is ensured through prevention and treatment;
 The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counterparts, including Implementing Partners (IPs);
 Age, Gender and Diversity (AGD) perspective is systematically applied, integrated and documented in all activities throughout the assignment
 A final statement of achievements towards volunteerism for peace and development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed

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Qualifications/Requirements

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Required Degree Level Master degree or equivalent

Education - Additional Comments

University Degree in Medicine and Surgery (MB.BS or MD) or its equivalent. University Degree in Medicine and Surgery (MB.BS or MD) or its equivalent.

Required experience 60 months

Experience Remark

A minimum of 5 years of clinical experience is mandatory.

Language Skills

- English (Mandatory) , Level - Fluent
- AND - French (Optional) , Level - Fluent
- And One of these - Spanish, Portuguese (Optional) , Level - Working Knowledge

Area of Expertise

- General human medicine (with clinical experience) Mandatory
- Specialized human medicine (with clinical experience) Mandatory

Area of Expertise Requirement

Computer skills: Good computer skills, including proficiency in word processing, spreadsheets, database Programs and presentation software. Knowledge of Microsoft outlook and familiarity with the internet.

The incumbent must be a dynamic, multi-functional person, who supports UNIOGBIS with professionalism, dedication and client orientation.

Have affinity with or interest in humanitarian relief, post-conflict situations, volunteerism as a mechanism for durable development, and the UN System.

Language requirements:

English Fluent (mandatory), and French Fluent (optional), and Spanish OR Portuguese Working Knowledge desired. Candidates with basic / fair knowledge of Spanish OR Portuguese will be considered.

Need Driving Licence Yes

Competencies & Values

- Accountability
- Adaptability and Flexibility
- Commitment to Continuous Learning
- Communication
- Integrity
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Working in Teams

Conditions of Service and other information

Condition of Service

[Click here to view Conditions of Service](#)

Conditions of Service for International Specialist:

The contract lasts for the period indicated above with possibility of extensions subject to availability of funding, operational necessity and satisfactory performance. However, there is no expectation of renewal of the assignment.

A UN Volunteer receives a Volunteer Living Allowance (VLA) which is composed of the Monthly Living Allowance (MLA) and a Family Allowance (FA) for those with dependents (maximum three).

The Volunteer Living Allowance (VLA) is paid at the end of each month to cover housing, utilities, transportation, communications and other basic needs. The VLA can be computed by applying the Post-Adjustment Multiplier (PAM) to the VLA base rate of US\$ 1,587. The VLA base rate is a global rate across the world, while the PAM is duty station/country-specific and fluctuates on a monthly basis according to the cost of living. This method ensures that international UN Volunteers have comparable purchasing power at all duty stations irrespective of varying costs of living. The PAM is established by the International Civil Service Commission (ICSC) and is published at the beginning of every month on the ICSC website <http://icsc.un.org>.

For example, kindly enter the link [Calculator](#)

In non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, international UN Volunteers receive a Well-Being Differential (WBD) on a monthly basis.

Furthermore, UN Volunteers are provided a settling-in-grant (SIG) at the start of the assignment (if the volunteer did not reside in the duty station for at least 6 months prior to taking up the assignment) and in the event of a permanent reassignment to another duty station.

UNV provides life, health, permanent disability insurances as well as assignment travel, annual leave, full integration in the UN security framework (including residential security reimbursements).

UN Volunteers are paid Daily Subsistence Allowance at the UN rate for official travels, flight tickets for periodic home visit and for the final repatriation travel (if applicable). Resettlement allowance is paid for satisfactory service at the end of the assignment.

UNV will provide, together with the offer of assignment, a copy of the Conditions of Service, including Code of conduct, to the successful candidate.

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Application Code

GNBR000027-2358

Application procedure

If you have not yet registered in the UNV Global Talent Pool, please apply by registering your profile at <https://vmam.unv.org/candidate/signup>. Important: Once you have created your UNV account by validating your email address, please complete all sections of your profile. Go to 'My Page' section of your profile, click on the 'Special Calls' hyperlink and select the special call you would like to apply for.

If you are already registered in the UNV database, please update your profile at <https://vmam.unv.org/> Go to 'My Page' section of your profile, click on the 'Special Calls' hyperlink and select the special call you would like to apply for.

Female candidates are strongly encouraged to apply.

Application deadline: 1 April 2018

Disclaimer

United Nations Volunteers is an equal opportunity programme which welcomes applications from qualified professionals. We are committed to achieving diversity in terms of gender, nationality and culture.