UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

SSDR001362--Operating Theatre (OT) Nurse

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

<table>
<thead>
<tr>
<th>Country of Assignment</th>
<th>South Sudan</th>
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<tbody>
<tr>
<td>Host Institute</td>
<td>United Nations Mission in South Sudan</td>
</tr>
<tr>
<td>Volunteer Category</td>
<td>International Specialist</td>
</tr>
<tr>
<td>Number of Volunteer</td>
<td>1</td>
</tr>
<tr>
<td>Duration</td>
<td>until 30-06-2021</td>
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<tr>
<td>Expected Starting Date</td>
<td>01-07-2020</td>
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<tr>
<td>Duty Station</td>
<td>Yambio [SSD]</td>
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<tr>
<td>Assignment Place</td>
<td>Non-Family Duty station</td>
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Assignment is non-family duty station.

Living Conditions

Living conditions vary between UNMISS duty stations. Each duty station where UNMISS has a field presence has basic residential camp facilities, which includes running water and electricity. Candidates should be aware that accommodation may be austere with the possibility of water shortages and power blackouts. On arrival in Juba accommodation will be on a share basis. Ablutions will also be shared. As the accommodation situation improves single unit accommodation, with an attached ablution, should become available in all locations. Hard wall accommodation is available in Juba.

All UNMISS duty stations apart from Entebbe, Uganda are considered non-family duty stations. The security level of UNMISS duty stations is classified by the UN Department of Safety and Security (UNDSS) who will brief on arrival. A number of locations in South Sudan are prone to conflict.

Primary health care services (preventive and curative) are provided in 11 United Nations Owned Equipment (UNOE) Level-I clinics, 21 Contingent Owned Equipment (COE) Level-I clinics, 4 COE Level-II medical facilities within the mission area and the establishment of contractual agreements for Level-III and Level-IV care outside the mission area. The 4 Level-II facilities available in Juba, Bor, Malakal and Wau, run by the
Troop Contributing Countries (TCC), take referrals from the Level-I clinics and provide hospital-based care.

The climate is tropical with a rainy season in many areas, which should normally span from around April to October. Ability to live and work in difficult and harsh conditions is essential.

## Assignment Details

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<thead>
<tr>
<th>Assignment Title</th>
<th>Operating Theatre (OT) Nurse</th>
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<tr>
<td>Organizational Context &amp; Project Description</td>
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UNMISS was established in 2011 under the auspices of the UN Department of Peacekeeping Operations (DPKO); subsequently, UNMISS mandate has been renewed through resolutions 2057 (2012), 2109 (2013), 2155 (2014), 2187 (2014), 2223 (2015), 2241 (Dec. 2015) 2304 (2016), 2327 (2016), 2392 (Dec. 2017), and 2406 (Mar. 2018).

**Sustainable Development Goals** 16. Peace, Justice and Strong Institutions

**Task description**

Under the general supervision of the Chief Medical Officer (CMO) and direct supervision of the Head Nurse/Surgeon/Medical doctor, the incumbent will perform the following duties:

- Attend to all staff members in a walk-in clinic to provide routine medical/nursing care, first aid and assessing fitness to work;
- Respond to all medical emergencies and assisting medical officers in providing comprehensive care;
- Maintain proper documentation of all medical records manual and electronic, such as nurses’ notes, vaccinations, incident reports and reports on work-related illnesses/injuries etc. as required by the clinic management/policy;
- Provide immunization and health education to staff members;
- Dispense the requisite treatments and medications;
- Ensure operation of nursing equipment, regular maintenance requirements, maintaining equipment inventories, evaluating new equipment and techniques;
- Maintain medical supplies inventory by checking stock to determine inventory level, anticipate needed supplies, place and expedite orders for supplies, verifying receipt of supplies, using equipment and supplies as needed to accomplish job results;
- Provide efficient and effective pre-operative nursing care to patient;
- Maintain surgical services in accordance with competency standards;
- Assist surgeon in carrying out OT procedures effectively;
- Assist with patient care in recovery room, procedure room and operating room;
- Develop and implement nursing care plan for assigned patient;
- Execute proper use, care and handling of surgical equipment to ensure safety of operating staff and patient;
- Maintain current and in-depth knowledge of sterile techniques;
• Communicate effectively with operating team and other medical staff to meet needs for patient care;
• Carry out inventory, storing and maintaining surgical equipment and supplies;
• Prepare operating room with surgical equipment, sterile, linens and supplies that will be needed during surgery;
• Carry out cleaning, disinfecting and autoclaving of used surgical instruments;
• Maintain order and cleanliness in operating room;
• Prepare patients including cleaning and disinfecting body areas for surgery;
• Prepare timely and accurate records of patient history and recovery charts;
• Regularly update OT drugs and surgical equipment;
• Performs advance practice in venipuncture;
• Recognize and interpret findings and their significance for surgical procedure referring to Anaesthesiologist as necessary;
• Perform arterial blood gas sampling, recognize, interpret and report findings;
• Assists in providing medical support during evacuation and repatriation;
• Respond to emergency calls and assist doctors in providing adequate care and performing respective duties in the treatment of the patient;
• Respond to on-call and other duties including weekends as required;
• Communicate with patients, colleagues and update doctors in the clinic;
• Maintain patient's records and exercises confidentiality;
• Accords patients fair and equal treatment regardless of ethnic background;
• Perform other duties as required;

Note: He/she will function as a general nurse when not engage in specialised area.

Medico Administrative Duties:

• Actively contribute in planning and organizing preventive and promotive medical practice;
• Actively contribute in the in-service education for nurses;
• Plan and organize First Aid Training for UNMISS staff;
• Participate in capacity development through coaching, mentoring and formal and on-the-job training;
• Perform other related duties as required.

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- Provide annual and end of assignment reports on UN Volunteer actions, results and opportunities using UNV’s Volunteer Reporting Application- 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
Standard Operating Procedures (SOPs) of the Unit are complied with;
UNMISS Health Services are strengthened through quality assurance mechanisms;
Professional ethics and confidentiality are respected.

The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counter-parts, 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

Qualifications/Requirements

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<th>Required Degree Level</th>
<th>Bachelor degree or equivalent</th>
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<tr>
<td>Education - Additional Comments</td>
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Degree Level/Type of degree:

- Registered professional nurse with an accredited Bachelor Nursing Degree or an accredited medical programme diploma.
- Post-graduate training in specialised nursing in operation theatre certified by an appropriate national body.
- Post-graduate certificate in operation theatre nursing is required.
- Knowledge of electronic medical records is desirable.

<table>
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<tr>
<th>Required experience</th>
<th>60 months</th>
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<tr>
<td>Experience Remark</td>
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Over two (2) years practice after specialist license and at least 5 years of clinical experience in general nursing as a registered nurse. Must be certified and registered to practice in the own country or another UN member state. Experience in Aero-Medical evacuation, Anaesthetics and ICU nursing will be an advantage.

Language

- English (Mandatory), Level - Fluent

Area of Expertise

- Specialized human medicine (with clinical experience) Mandatory

Computer skills: Solid computer skills, including full proficiency in various MS Office applications (Excel, Word); other IT applications and office technology equipment;
Have affinity with or interest in humanitarian relief, post-conflict situations, volunteerism as a mechanism for durable development, and the UN System.

Need Driving Licence: Yes

Competencies & Values

- Accountability
- Adaptability and Flexibility
- Commitment and Motivation
- 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$ 1,631. 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
For UN Volunteer entitlements, kindly refer to the link https://vmam.unv.org/calculator/entitlements

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.

**Supervision, induction and duty of care of UN Volunteers**

UN Volunteers should be provided equal duty of care as extended to all host entity personnel. Host entity support to the UN Volunteer includes, but is not limited to:

- Introductory briefings about the organisation and office-related context including security, emergency procedures, good cultural practice and orientation to the local environment;
- Support with arrival administration including setting-up of bank accounts, residence permit applications and completion of other official processes as required by the host government or host entity;
- Structured guidance, mentoring and coaching by a supervisor including a clear workplan and performance appraisal;
- Access to office space, equipment, IT support and any other systems and tools required to complete the objectives of the assignment including a host entity email address;
- Access to shared host entity corporate knowledge, training and learning;

- Inclusion of the volunteer in emergency procedures such as evacuations;

- Leave management;

- DSA for official travel, when applicable;

- All changes in the Description of Assignment occurring between recruitment and arrival or during the assignment need to be formalized with the United Nations Volunteer Programme.

**Application Code** SSDR001362-6447

**Application procedure**

* Not yet registered in the UNV Talent Pool?

Please first register your profile at [https://vmam.unv.org/candidate/signup](https://vmam.unv.org/candidate/signup). Important: After creating your account, complete all sections of your profile and submit it. Then go to ‘My Page’ at [https://vmam.unv.org/candidate/mypage](https://vmam.unv.org/candidate/mypage) and click on the ‘Special Calls’ hyperlink. Lastly, select the special call to which you would like to apply.

* Already registered in the UNV Talent Pool?

Please first update your profile at [https://vmam.unv.org/candidate/profile](https://vmam.unv.org/candidate/profile). Then go to ‘My Page’ at [https://vmam.unv.org/candidate/mypage](https://vmam.unv.org/candidate/mypage) and click on the ‘Special Calls’ hyperlink to select the special call to which you would like to apply.

**Application deadline:** 06-Apr-2020

doa.apply_url [https://vmam.unv.org/candidate/show-doa/U1NEUjAwMTM2Mg==](https://vmam.unv.org/candidate/show-doa/U1NEUjAwMTM2Mg==)

**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.