



Humanitarian Pharmacist

Candidate Information Pack

September 2018

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Role:	Humanitarian Pharmacist
Salary:	c. £35,000 dependent on experience and qualifications (potentially more for an exceptional candidate)
Hours:	Full-time
Location:	Split between UK-Med head office on Oxford Road, Manchester and pharmaceutical storage facility within or close to Greater Manchester
Travel:	Some travel within the UK will be required and occasional overseas travel
Deployment:	Required to be available to deploy overseas with UK-Med teams for short periods.

Are you a qualified Pharmacist with an interest in working to support emergency humanitarian response?

UK-Med provides emergency healthcare support in times of crisis and humanitarian emergencies. We work with other agencies to coordinate the UK Emergency Medical Team (UKEMT) – a national programme deploying healthcare services to sudden onset disasters on behalf of the UK Government – as well as deploying independently or in collaboration with other humanitarian NGOs. We will soon be taking on responsibility for planning and maintaining pharmaceutical stores for the UKEMT and maintaining the pharmaceutical supply chain during a deployment.

We are seeking an experienced Pharmacist to join our team in Manchester. You will be an established professional (with at least 5 years' experience) and be excited by the opportunity to contribute to emergency humanitarian response. You will be able to move quickly and effectively between management of supply chain, stock and warehousing to providing expert advice to clinical and logistical colleagues.

We offer a competitive salary and excellent benefits along with a friendly working environment and the opportunity to make a real difference through humanitarian work.

How to apply

For an informal discussion about the post, in the first instance please contact Liam Callaghan (liam.callaghan@uk-med.org)

To apply, please submit a **current CV and a supporting letter** that includes:

- Full contact details
- Your current pay grade and salary
- Where you saw this role advertised
- An explanation of your suitability for this post with specific reference to the essential criteria in the person specification

Applications must be submitted to recruitment@uk-med.org no later than **Wednesday 10 October 2018**. Interviews will be held in Manchester on Tuesday 30 October 2018.

Please note, UK-Med can only accept applications from people with an existing legal right to work in the UK and we cannot sponsor visa applications.

UK-Med (www.uk-med.org)

UK-Med provides emergency healthcare support in times of crisis and humanitarian emergencies, deploying teams of clinicians (primarily volunteers). UK-Med also provides support for training and capacity building for health professionals in developing countries with a particular focus on countries which are vulnerable to humanitarian disaster and crisis. UK-Med was established in 1995 to facilitate the provision of health workers from across the UK to support the hospitals in Sarajevo during the Balkans war. Subsequently UK-Med has deployed teams to a range of countries and crises including Cape Verde, China, Gaza, Haiti, Indonesia, Jordan, Kosovo, Pakistan, the Philippines, Sierra Leone and Bangladesh. Our teams have undertaken a range of work on deployment including general medical care, trauma and surgical care, outbreak response and training of local healthcare staff.

The UKEMT

UK-Med is contracted by the Department for International Development (DFID), until 2020, to support the UK Emergency Medical Teams (EMT) initiative. EMTs work under the guidelines of the WHO Classification and Minimum Standards for Medical Teams in sudden onset disasters. Within this UK-Med maintains a register of volunteer clinicians (including doctors, nurses, pharmacists and paramedics) who are trained and available to deploy to an emergency within 12-24 hours.

As part of this multi-partnership programme UK-Med works alongside Humanity and Inclusion (HI), the Fire & Rescue Service (FRS). The UKEMT deployed a team in Bangladesh in December 2017 to respond to the Diphtheria outbreak amongst the Rohingya displaced community.

UK-Med Vision, Mission and Values

Vision

Disaster affected populations have equitable access to high quality health outcomes

Mission

To provide high quality essential health care in response to natural and man-made disasters

Values

- Professional – we will seek to ensure our interventions are guided by the highest professional standards and that we deliver high quality programming and assistance
- Accountable – we will strive to be transparent and accountable to our patients, wider beneficiaries, partners and donors
- Collaborative – we will coordinate effectively and actively seek to collaborate with and support other actors
- Effective – we will ensure our interventions are timely, based on robust evidence and reasoning and attain the best possible outcomes
- Flexible – we will ensure UK-Med remains a quick decision maker, attuned to changes in circumstances and able to make the rapid adjustments necessary
- Altruistic – we will ensure UK-Med and volunteers retain the humanitarian imperative at the heart of their work and planning

Overview of the Role

The Humanitarian Pharmacist will be a qualified Pharmacist with understanding of the storage and distribution of pharmaceutical products in line with MHRA regulations. They will use their professional expertise to support all activities relating to the pharmaceutical aspects of UK-Med's work, with a particular focus on developing the pharmaceutical storage and supply chain capability for the UK EMT programme. They will ensure that UK-Med maintains a suitable stock of pharmaceuticals that can be dispatched to a sudden onset disaster at very short notice as part of a UK EMT deployment. They will develop processes and procedures to comply with regulatory requirements for the procurement and storage of pharmaceutical supplies, as well as ensuring that export requirements are met in the event of a deployment. They will develop systems for in hospital pharmaceutical supply and dispensary services for use in the deployment of a field hospital.

They will provide technical guidance to other UK-Med staff team members, volunteers, and to the clinical peer working groups. Using their professional expertise they will contribute to the continued development and preparedness of UK-Med and the UK EMT. As required, they will deploy overseas with the UK EMT and with other UK-Med humanitarian deployments and ensure effective pharmacy services in the field.

The post holder will also support the UK-Med training programme in the UK and overseas. They will support the development of strategic relationships with other NGO partners and will represent UK-Med and the UK EMT programme at national and international meetings as required.

Job Description



Job Title	Humanitarian Pharmacist
Location	Office (Manchester) and Pharmaceutical Store (within or close to Greater Manchester)
Duration	To 31 December 2020 with likely extension (dependent on funding)
Hours	Full time
Purpose of role	
To support the development of an effective pharmaceutical supply chain for UK-Med emergency humanitarian responses, specifically deployment of the UK EMT, ensuring compliance with key regulation including Good Distribution Practice and other MHRA requirements.	
Key Responsibilities	
<i>Pharmaceutical Supply Chain and Stock Management</i>	
1	Support and develop the pharmaceutical and supply chain management function of UK-Med as an organisation across all stages of the deployment process.
2	Ensure that UK Med is compliant with the Medicines and Healthcare products Regulatory Agency (MHRA) policies and procedures .
3	Support and develop the pharmaceutical and supply chain management function of UK-Med as an organisation across all stages of the deployment process.
4	Act as the responsible person for Good Distribution Practice (GDP) compliance . This would include the layout of the warehouse, storage, product arrangement, reception, disposal, distribution, and transport, checking with the DFID procurement and supply team that recommendations are applied.
5	Ensuring that a Quality Management System is implemented and maintained
6	Lead Wholesale Distribution Authorisation (WDA) audit preparation and execution with the MHRA to ensure a positive result and maintain the WDA.
7	Provide technical advice and sign off on pharmaceutical procurement; including supplier selection, tender committee support and quantification of pre-positioned stocks.
8	Work closely with UK-Med's medical logisticians around developing systems for strengthening pharmaceutical supply chain management including implementing minimum standards for storage, cold chain storage, export/import, distribution and resupply during deployment, medicines management within healthcare facilities, healthcare waste management, controlled drug management.
9	Provide oversight and management to the UK-Med Pharmaceutical Store to ensure that regular stock checks and stock management plans are in place.
10	Support the function of the UK EMT Supply Chain working group with a particular focus on pharmaceuticals and medical supply chain management.
<i>Clinical Oversight and Policy Development</i>	
11	Support the creation and maintenance of robust and comprehensive documentation (assessments, protocols, and SOPs) relating to medicines management and pharmaceutical care in emergencies.
12	Set standards and provide advice to UK-Med and the UK EMT in clinical pharmacy; including treatment protocol development, medicines selection, formulary management,

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	administration and prescribing guidance, dispensing protocols and patient information.
13	Support risk management of the pharmaceutical components of UK-Med's programme.
14	Ensure implementation of tools, systems and oversight of healthcare governance and medicines management ; including clinical competence, significant error and near miss reporting, audit, quality assurance and continuous improvements.
15	Deploy with UK-Med to humanitarian settings as required to oversee the implementation of UK EMT pharmaceutical and dispensary services and support the delivery of safe and effective clinical care.
16	Create stock/pharmacy management systems for use during a deployment. Train pharmacy and medical logistics staff in their use to ensure an overview of the stocks on deployment through analysis of the drugs real consumption in relation to the treatment protocols in place.
Training and Capacity Development	
17	Support the ongoing development of UK-Med and the pharmaceutical component of the programme via support to training for pharmacists/pharmacy technicians and other relevant health care professionals.
18	Assist the UK EMT pharmacy technical working group and provide support to the working group members.
19	Support the roll out and training of relevant online stock management tools. Train pharmacy and medical logistics staff / volunteers in their use to ensure an overview of the stocks on deployment through analysis of the drugs real consumption in relation to the treatment protocols.
20	Support the recruitment and maintenance of a roster of deployable pharmacists/pharmacy technicians.
Other Duties	
21	Other tasks as might be required to ensure effective delivery of UK-Med projects and programmes of work

Qualifications / Professional Memberships		
1	Degree in Pharmacy (undergraduate)	Essential
2	Registration as a Pharmacist with GPhC (or able to complete registration without conditions shortly after appointment)	Essential
3	Relevant professional / postgraduate qualification	Desirable
Knowledge, Skills and Experience		
4	Significant professional expertise (likely to have spent at least 5 years in a professional role)	Essential
5	Experience of preparing technical documents / policy development	Essential
6	Relevant knowledge in the distribution of medicinal products (WDA/GDP) and awareness of MHRA licencing requirements	Essential
7	A track record in building successful relationships with other stakeholders	Essential
8	Experience of developing and providing training and/or supervision to others	Essential
9	Capable user of Microsoft Office, particularly Word and Excel	Essential
10	Awareness of the WHO Essential Medicines (Formulary) and National Drug Policies	Desirable
11	Experience in managing teams of staff and/or volunteers	Desirable
12	Experience in the wholesale distribution of medical products and pharmaceutical supply chain management	Desirable
13	Experience with formulary development and management	Desirable
14	Experience working as a Pharmacist in an emergency and / or humanitarian setting	Desirable
Personal Attributes		
15	Highest standards of integrity and professional conduct	Essential
16	Strong organisational and leadership skills, complemented by sound management abilities	Essential
17	Excellent interpersonal skills and teamworking skills	Essential
18	A positive and flexible problem solving approach	Essential
19	Willingness to undertake overseas travel and work in insecure areas	Essential

Key terms / benefits



Salary:	c. £35,000 gross per annum dependent on experience and qualifications (with potential for more for an exceptional candidate)
Working hours:	You will be required to work the hours as are necessary for the proper discharge of the duties with the notional requirement being 35 hours per working week.
Annual Leave:	25 days per year plus public holidays.
Pension:	10% employer contribution, with 5% employee contribution to a specific defined contribution scheme.
Deployment:	This is a deployable role and is expected to deploy overseas for several weeks at a time, potentially at very short notice.
Professional requirements:	This role requires an ongoing professional registration within the UK as a Pharmacist or Pharmacy Technician, and achievement / maintenance of this is a condition of employment.
Safeguarding:	To ensure the suitability for the role's work with both adults and children, an assessment of suitability to work with these groups will be completed including an Enhanced DBS with Barred list check. Suitability for this work is a condition of employment.
Term of contract:	Fixed-term, ending on 31 December 2020.
Potential for extension:	UK-Med anticipates continuing this role after the initial fixed-term period, subject to funding and ongoing needs.