



# MHPSS Manager – Ukraine

## (Mental Health and Psychological Support Services Manager)

Candidate Information Pack

May 2022

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## Introduction



This is an exciting time to join UK-Med. We have expanded significantly over the last few years and have an ambitious strategy in place for growth.

The world is experiencing an unprecedented level of humanitarian need. Natural disasters, disease outbreaks and conflict can hit at any time.

The people affected are often the poorest and most vulnerable and the health problems they experience post-disaster are long-lasting. We believe that they deserve the highest quality emergency healthcare. We seek to save lives, but also to build resilient health systems so that people can lead healthy lives in the future.

Our strategic objectives address four main problems faced when providing emergency healthcare following a disaster:

- **Emergency response:** There are only a small number of international agencies and WHO verified Emergency Medical Teams capable of responding globally, at speed and scale, to spikes in need.
- **Providing expertise:** There are not enough medical and coordination staff as there are challenges recruiting, retaining and training the numbers required to meet growing need.
- **Raising standards:** The sector lacks consistency and consensus on training and accreditation for international health professionals.
- **Building resilience:** First response and continued support is most effective when provided by health professionals based within the country affected. Significant investment in training for staff is required to achieve this.

We are very excited about our plans to meet these challenges and to grow UK-Med and I hope you will join us on this exciting journey.

David Wightwick  
**UK-Med Chief Executive Officer**

## Advert

Role:	MHPSS Manager - Ukraine
Hours:	Full time, with some weekend and evening working required to support the humanitarian programme delivery
Pay:	£3,500 per month, plus per diems
Location:	Ukraine

### Are you an experienced Mental Health and Psychological Support Services (MHPSS) Manager?

UK-Med is a humanitarian INGO that has been responding to disasters and health emergencies for more than 20 years. We train medical teams, both in the UK and worldwide, so they are ready to respond when epidemics, conflict and natural disasters hit. When Ebola struck West Africa in 2014 we recruited and trained UK doctors and nurses who helped local medical teams and other NGOs to bring the outbreak under control. We are core partners, providing the clinical component of the UK Emergency Medical Team (UK EMT) in line with WHO standards.

Our responses are staffed from our Register of surge responders. Register members undergo extensive training and vetting in advance, so they can be quickly deployed to where they are most needed. Register members who join a response team are offered a fixed-term contract for the response and paid in line with our globally benchmarked pay scales.

We are looking for an experienced Mental Health and Psychological Support Services Manager to deliver and monitor mental health and psychosocial UK-Med related activities in the project area/country, according to Mental Health Strategy and UK-MED protocols / standards for our growing response in the Ukraine. You will have a strong background in supporting the delivery of health programmes in complex emergencies by working closely with colleagues and in country partners.

The overall purpose of the role is to support the definition of MHPSS strategy adapted to local context and needs / coordination of MHPSS activities, in order to provide the most appropriate support for patients (including management of staff, ensuring the quality of care delivered and reporting).

## How to apply

To apply, please complete the questions and submit your CV and covering letter through our [Online Jobs Portal](#) as soon as possible.

Please apply below as soon as possible and no later than Monday 20 June. Potential interview date will be on Tuesday 28 June. This vacancy will close as soon as we have received enough strong applications. This is an ongoing recruitment campaign to support our current mission in Ukraine.

**Applicants must have an existing right to enter Schengen Zone countries in order to transit to Ukraine e.g. citizenship/residence of a Schengen Zone country, or an ETIAS eligible country (<https://www.etiasvisa.com/etias-requirements>).**

*UK-Med is committed to safeguarding of our personnel and beneficiaries and has a zero-tolerance approach to sexual exploitation and abuse. We conduct thorough vetting before any appointment is confirmed.*

*UK-Med is committed to the principles of diversity, equality, and inclusion. We strive to provide an inclusive and supportive environment where employees feel respected and supported to be able to fulfil their potential.*

## About UK-Med

### UK-Med ([www.uk-med.org](http://www.uk-med.org))

We train and deploy medical teams and specialists to save lives when epidemics, conflict and natural disasters hit. As disasters grow more frequent, severe and complex there has never been a greater need to respond quickly and effectively. We believe in a world prepared to help.

It started in 1988 with a team of eight Manchester clinicians led by our founder Tony Redmond, when a huge earthquake ripped through Armenia. Teams continued to deploy throughout the 1990's and 2000s, and when Ebola struck West Africa in 2014 UK-Med stepped up. We recruited and trained the one hundred and fifty UK clinicians who worked alongside local medical teams, other NGOs and DFID to bring the outbreak under control.

UK-Med has deployed teams to a range of countries and crises including Cape Verde, China, Gaza, Haiti, Bosnia and Herzegovina, 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 UK EMT

The UK Emergency Medical Team (UK EMT) provides high quality emergency health care solutions in a range of humanitarian contexts on behalf of the UK Government. The programme is led by the Foreign, Commonwealth and Development Office (FCDO) and works under the guidelines of the WHO Classification and Minimum Standards for Medical Teams in sudden onset disasters. We recruit and train teams of UK-based clinicians, normally released for three weeks at a time by NHS employers. At any time, we have a team of sixty clinicians on call who are ready to respond to disasters anywhere in the world within twenty four hours.

We can respond following earthquakes, cyclones, hurricanes, disease outbreaks or to other humanitarian contexts. Depending on the needs, we might deploy individual personnel, small clinical or advisory teams, self-sufficient primary care facilities or a field hospital including surgical team and inpatient facilities.

## UK-Med Vision, Mission and Values

### Our Vision

A world where everyone has the healthcare they need when crises or disasters hit.

### Our Mission

We save lives in emergencies.

When health services are overwhelmed, we get expert health staff to where they're needed fast.

We help communities prepare for future crises.

### We Value:

#### Excellence

We set high standards for ourselves and the organisation. We strive to be outstanding in everything we do.

#### Determination

We have a can-do attitude and thrive on problem solving. No matter what the challenge, we explore all options so if there's a way we'll find it. We don't give up easily.

#### Compassion

We care about people. The health and wellbeing of our patients and our people is central to everything we do.

#### Learning

We believe in knowledge-sharing and giving people the means to develop their capabilities. We value learning and continual growth.

#### Collaboration

Working in partnership with stakeholders, communities and colleagues is key to the success of our work.

We respect the skills, knowledge and experience of those we work with and take care to listen and adapt to changes in need.

# Job Description

<b>Job Title</b>	MHPSS Manager - Ukraine
<b>Place of work</b>	Ukraine
<b>Purpose of role</b>	
<ul style="list-style-type: none"> <li>In the project area/country, provide and monitor mental health and psychosocial UK-MED related activities in accordance with the Mental Health Strategy and UK-MED protocols/standards</li> <li>To assist in the development of an MHPSS strategy that is tailored to the local environment and needs, as well as the coordination of MHPSS activities, in order to offer the best possible care for patients (including management of staff, ensuring the quality of care delivered and reporting).</li> <li>Prepare an end of deployment report with a summary of activities and recommendations (for replacement position/upon MedCo request) and SITREPs, as per request.</li> </ul>	
<b>Key responsibilities</b>	
<b>Technical</b>	
1	Identifying the needs of MH support in the target population and participating in the definition, planning, organization and update of the appropriate UK-Med strategy and the Mental Health (MH) and Psychosocial Activities (PSS) activities, in partnership with local NGOs.
2	Coordinate and ensure that Mental Health activities are performed with regular follow-up in order to provide the most appropriate treatment for clients with psycho social problem.
3	Review and develop technical materials, tools, guidelines and documents (as per local needs), and coordinate and ensuring the implementation of all Mental Health standard protocols and procedures set by international validated guidance.
4	Mapping and regularly update the existing Mental Health services, including other INGO's, local NGO's, community groups and governmental health services, etc. and maintaining good and regular communication and collaboration with other components of the project according to objectives and context.
5	Identifying & report possible Protection and/or SGBV cases/issues & referral any to existing support services. Inform MedCO/ Team Leader of the project.
<b>Liaison and networking</b>	
6	Liase with MHPS Working groups & other relevant humanitarian actors for collaboration and partnership to strengthen local capacity in the field.
<b>Monitoring and Evaluation</b>	
7	Monitoring and evaluating MH support activities as per UK-MED policy through regular data collection and reporting.
<b>Other</b>	

8	Conduct individual team members appraisal reports at the end of a deployment and/or mid-term points.
9	Comply with UK-Med policies and practice with respect to child protection, code of conduct, health and safety, equal opportunities and other relevant policies and procedures.
10	Submit any appropriate contributions to the end of mission report, specifically technical input relating to activities undertaken.
11	Ad hoc duties as directed by the Medical Team Lead.
<b>Safeguarding</b>	
12	Comply with and uphold UK-Med safeguarding policies (including child protection, prevention of sexual exploitation and abuse, bullying and harassment) and all Codes of Conduct.
13	Report all possible breaches of policy or Codes of Conduct through the appropriate channels in a timely fashion.
<b>General duties</b>	
14	To ensure and promote Equality, Diversity and Inclusion (EDI) in line with UK-Med's EDI Policy.
15	Comply with all financial and procurement policies and procedures, including those relating to anti-bribery, anti-terrorism and anti-slavery.
16	Support UK-Med's environmental policies and procedures, taking personal responsibility for contributing to reducing negative environmental impacts.
17	Work within the security framework and subsequent rules and procedures put in place for the deployment depending on the context.
18	Undertake training and comply with vetting requirements (including CRB / police checks, referencing) appropriate to the role as specified by UK-Med.
19	Treat all people including colleagues, patients and other beneficiaries, volunteers, partner staff and the general public with respect and ensure their dignity in interactions with you and UK-Med.
20	Other tasks as might be required to ensure effective delivery of UK-Med / projects and programmes of work.
21	Participate in trainings and capacity building activities deemed needed for continuity of activities as per MedCo/TL feedback, particularly in areas of relevant sub-specialty such as Psychological first aid, first aid, etc.

# Person Specification

## MHPSS Manager - Ukraine

<b>Qualifications / Professional Memberships</b>		
Q1	Degree in Psychology or Psychotherapy	Essential
Q2	Fully licensed (allow to practice in their country of residence), registered with a professional body	Essential
Q3	Specific qualification in trauma-informed care	Desirable
Q3	Specific qualification in team management and leadership	Desirable
<b>Knowledge, Skills and Experience</b>		
S1	Significant work experience within the field psychotherapy	Essential
S2	Strong understanding of humanitarian contexts and expected challenges, and a good understanding of typical mental health issues in conflict related environments and emergency settings.	Essential
S3	Experience in designing and implementing mental health activities in humanitarian settings	Desirable
S4	Experience in trauma-informed care	Essential
S5	Experience in providing clinical supervision (individual and group setting)	Desirable
S6	Experience in people management and leadership	Essential
S7	Excellent communication and interpersonal skills; able to communicate complex technical requirements and information in a simple way	Essential
S8	Experience in preparing training material, organizing, and facilitating training and capacity building.	Essential
S9	Fluency in spoken and written English	Essential
S10	Additional languages, especially Ukrainian and/or Russian	Desirable
S11	IT proficiency, including MS Word, MS Excel, Email systems	Essential
<b>Personal Attributes</b>		
A1	Personal integrity and the highest standards of personal conduct	Essential

A2	Commitment to high performance, striving for excellence in all aspects of work	Essential
A3	Ability to work independently with minimum supervisions	Essential
A4	High level of flexibility and easy adaptation to new situations	Essential
A5	Excellent communication skills, including problem solving skills	Essential
A6	Ability to work as a team-player and able to collaborate with people from different cultural backgrounds	Essential
A7	Ability to prioritize tasks and work systematically	Essential
A8	Creativity in finding solutions and alternative approaches when resources are limited	Essential
<b>Practical requirements</b>		
P1	Willingness to travel within the Ukraine to the various field offices	Essential
P2	Willingness to work some weekends and evenings to contribute to programme delivery and organizational priorities	Essential
P3	Willingness to commit to all preparation activities (medical clearance, training)	Essential
<b>UK-Med Core Humanitarian Competencies</b>		
C1	Commitment to UK-Med principles and standards	Essential
C2	Confidential and respectful practice with beneficiaries	Essential
C3	Appropriate management of professional relationships, professional limits with multi-disciplinary teams and with external actors	Essential
C4	Cross-cultural awareness and promotion of diversity	Essential
C5	Promotes stress management and reduces other people's stress	Essential
C6	Plan actions according to the strategic objective and creates opportunities for improvement	Essential
C7	Improves performance and demonstrates a continuous learning attitude	Essential
C8	Anticipates clients needs and responds empathetically	Essential
C9	Follows up, plans activities, and sets priorities	Essential
C10	Builds team spirit and shares information	Essential

C11	Encourages team members and works on their professional development	Essential
C12	Demonstrates security awareness	Essential
C13	Understands psychological models of disorders, its limitations and applicability to individual patients. Understands of co-morbidity	Essential
C14	Conducts psycho-education sessions and workshops about different MH issues to community groups, non-medical actors/professionals and medical staff	Essential

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# Key terms and benefits

<b>Salary:</b>	£3,500 per month, plus per diems
<b>Working hours:</b>	Full time, with some weekend and evening working required to support the humanitarian programme delivery
<b>Annual Leave:</b>	33 days per year including public holidays (equivalent to 14.5% additional holiday pay if in contexts where holiday cannot be taken)
<b>Safeguarding and sanctions:</b>	<p>To ensure the suitability for the role's work with both adults and children, and/or work within regulated environments (CAA, MRHA) an assessment of suitability for this work will be completed which will include DBS / police checks. For work in some countries or funded by some donors we will also run a comprehensive sanctions / suitable person check.</p> <p>Suitability for this work is a condition of employment.</p>
<b>Health and medical:</b>	<p>Health clearance as 'fit to deploy' by our occupational health provider is an essential requirement for deployment in this role.</p> <p>You must complete course of all required vaccinations to be cleared for deployment.</p>
<b>Professional requirements:</b>	Registration with professional body
<b>Term of contract:</b>	3 months initially

# UK-MED

Building a world  
prepared to help