



# Nurse (Senior Ward Nurse) Ukraine Programme

Candidate Information Pack

October 2022

## Contents

2. Contents
3. Introduction
4. Advert
5. How to apply
6. About UK-Med
8. Job description
11. Person specification
13. Key terms and benefits

## 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 medical aid. We seek to save lives, but also to build resilient health systems so that people can lead healthy lives in the future.

At UK-Med, we work together to:

- **Respond** rapidly to emergencies, delivering the expertise needed to support local health services and save people's lives.
- **Prepare** health staff through training and capacity building, enabling health services to be better prepared for emergencies.
- **Learn** and share learning worldwide through our academic partners, ensuring patients get the best care.

This is a pivotal time in our history to join UK-Med. At the end of February 2022, we received the first of many calls asking for help with the crisis in Ukraine. We now have programmes across Ukraine including surgical support, health clinics, and emergency preparedness training. More than 10,000 people have already received direct support or training from UK-Med as a result.

In June 2022, we were awarded EMT (Emergency Medical Team) status by the World Health Organization. A month later, we were formally appointed to provide EMT services for the UK government. As such we are at the front line of the Foreign, Commonwealth and Development Office's response to humanitarian crisis and can also respond to any crisis, anywhere in the world, under our own banner.

We are very excited about our plans and hope you will join us on this extraordinary journey.

David Wightwick

**UK-Med Chief Executive Officer**

## Advert

Role:	Senior Ward Nurse (Sister/Charge Nurse)
Remuneration:	£3,400 to £3,750 per month (dependent on experience)
Hours:	Full-time. Immediate start required.
Duration:	Various Opportunities. All Fixed term. Short term 4-6 weeks, up to 3 months or 12 months.
Location:	Ukraine Programme

This role is part of our Ukraine Programme and will be carried out within 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>).**

**Are you an experienced Emergency Care Nurse skilled in delivery care in response to medical emergencies?**

UK-Med is a frontline medical aid charity. Born of the NHS, we've been working for over 30 years.

We are seeking Senior Ward Nurses with previous experience working in humanitarian contexts. You will be able to make yourself available to travel and work internationally at short notice for a minimum of 4-6 weeks (longer availability is highly desirable) to deploy in Ukraine, supporting the health needs of host and internally displaced persons and hospitals as part of the country wide program.

Our ideal candidates will be fully licensed and experienced Nurses who have significant experience working in emergency contexts, but as well in community settings (e.g., providing Senior Nursing expertise at both hospital and community level). You will be confident and capable in assessing the current practices, developing action plans and implementation of necessary actions, whilst supporting and working alongside your Ukrainian colleagues. Additional qualifications and experience in training in facility assessment and project management would be a distinct advantage. Experience practicing nursing in low resource / humanitarian contexts is highly desirable.

You must hold a current nursing license and be able to demonstrate your current and unconditional membership of a suitable registering organisation. You must hold specific qualifications / professional registrations in Nursing Science/Degree.

You will be determined, high performing, compassionate and collaborative, as well as being committed to learning and supporting others to learn. Language skills will be an advantage.

We offer a competitive salary and benefits along with a friendly working environment and the opportunity to make a real difference through and influential role in humanitarian programming.

At the same time UK-Med tries to provide feedback to applicants and share with them where they have fallen short in the competitive process, it may be very difficult to provide individual feedback.

Especially looking at the large number of applications UK-Med receives and the multiple recruitments taking place at the same time, specifically during times of ongoing emergency surges.

## How to apply

To apply, please complete the application questions and submit a **current CV and a supporting letter** (2 pages) as soon as possible. Please include a detailed explanation of your suitability for this post with **specific reference to the essential criteria** in the person specification.

Applications must be submitted through our [online jobs portal](#) no later than **Tuesday 15 November**.

*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.

## 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

## Senior Ward Nurse (Sister/Charge Nurse)

<b>Job Title</b>	Senior Ward Nurse (Sister/Charge Nurse)
<b>Reports to</b>	Medical Team Lead (MTL), Medical Coordinator (MedCo)
<b>Duration</b>	Various Opportunities. All Fixed term. Short term 4-6 weeks, up to 3 months or 12 months.
<b>Place of work</b>	Ukraine (various locations)

### Purpose of role

- The Senior Nurse's primary role is to work with the local staff to ensure that appropriate protocols/policies are in place.
- Maintain appropriate care of patients in the designated ward(s), providing leadership and oversight, as well as delivering direct care.
- Deliver capacity building and supportive supervision to the hospital local staff.

### Key responsibilities

#### Activities

1	Work in the hospitals/units to deliver immediate direct care for the population of the local area, working alongside both national and international colleagues.
2	Implementation of appropriate standards of care to ensure that patients are supported, and all escalation criteria are followed, including training to national staff. Ensuring that nursing leadership is at the forefront. Where necessary develop rosters, and other tools to support the running of the ward(s).
3	Development and implementation of a nursing improvement plan in collaboration with local and national colleagues.
4	Adaptation of clinical guidelines and development of standard operating procedures for the identified facility(s), according to context needs and resource availability
5	Supporting the surveillance system within the facilities or areas identified through the optimisation of existing data collection systems.
6	Optimising facilities to create clinically appropriate patient and staff flows, training national staff in how these work and the triage, admission and escalation processes to ensure that patients receive optimal care.
7	Ensure the evaluation of activities within the unit and appropriate monitoring and reporting of these.
8	Work collaboratively with all team members including area Med Co/MTL to ensure that all activities are undertaken in a safe and effective manner.
9	Assist in/manage medical emergencies as per needs and competencies, ensuring the appropriate escalation of deteriorating patients.



10	Deliver appropriate treatments under the direction of the MTL/MedCo; ensure that patient records are properly kept (as per UK-MED information management systems, EMT MDS system and local files); involves patients in their care journey; assist in patient transfer/referral decisions.
11	In collaboration with other team members, is responsible for the health and safety of patients whilst within the unit, adhering to all standard protocols (safe surgery, IPC and hygiene, monitoring for Protection and Safeguarding issues, etc.)
12	Use comprehensive clinical records such as the patient record, pre-operative assessment in all patient records, post-operative plan and rehabilitation plans. Ensuring that all records are maintained contemporaneously.
13	Participate in training and capacity building activities as needed for continuity of activities as per Med Co/MTL feedback, particularly in areas of relevant sub-specialty or experience.
14	Utilise WHO and MoH guidance to ensure best practice around IPC, increasing staff and patient safety
15	Monitor for bacterial co-infection, sepsis and/or septic shock and manage in agreement with the local staff and UK-Med MDs
16	Ensure necessary tools and guidelines in all relevant technical areas are available and effectively used
17	Ensure that the national nursing staff adhere to protocols, policies and guidelines, as outlined by the MoH and WHO and are consistent with established best practices and global technical response standards
<b>Other</b>	
18	Contribute to the team sitreps and liaise with MedCo/MTL as per request.
19	Support in the collection of data and reporting, both clinical and non-clinical
20	Actively participate in any technical working groups / MEAL reporting systems, as per needs and requests.
21	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, reporting accordingly.
22	Prepare an end of deployment report with a summary of activities and recommendations (for replacement position/upon MedCo/MTL request).
23	Support with logistics, WASH, team management etc as requested by the MedCo/MTL and undertake additional non-clinical duties.
24	Perform other job-related duties as assigned
25	Perform all other duties assigned by supervisor or manager
<b>Safeguarding</b>	
26	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.
27	Report all possible breaches of policy or Codes of Conduct through the appropriate channels in a timely fashion.

## General duties

28	To ensure and promote Equality, Diversity and Inclusion (EDI) in line with UK-Med's EDI Policy.
29	Comply with all financial and procurement policies and procedures, including those relating to anti-bribery, anti-terrorism, and anti-slavery.
30	Support UK-Med's environmental policies and procedures, taking personal responsibility for contributing to reducing negative environmental impacts.
31	Undertake training and comply with vetting requirements (including CRB / police checks, referencing) appropriate to the role as specified by UK-Med.
32	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.
33	Other tasks as might be required to ensure effective delivery of UK-Med / READY / projects and programmes of work.
34	Support in the collection of data both clinical and non-clinical and the reporting of this

# Person Specification

## Senior Ward Nurse

<b>Qualifications / Professional Memberships</b>		
Q1	NMC (Nursing Midwifery Council) registration or equivalent national registering body	Essential
Q2	Approved qualification in Nursing Science/degree or equivalent qualification/degree	Essential
Q3	Advance Nurse Practitioner (ANP / NP) qualification	Highly Desirable
Q4	Teaching experience / ToT certification / Mentoring Course	Desirable
Q5	PALS / PILS Course	Desirable
Q6	ATLS Course	Desirable
Q7	Diploma in Tropical Nursing (low resource setting nursing training)	Desirable
<b>Knowledge, Skills and Experience</b>		
S1	Significant post-registration clinical work experience (expected to be at least 3 years) in Emergency Department nursing	Essential
S2	Clinical experience in humanitarian outbreak response ideally including sudden-onset disasters, migration and conflict.	Desirable
S3	Experience in participating in health assessments and nursing activities development, in a multidisciplinary team.	Desirable
S4	Evidence of participating in training design and/or delivery	Desirable
S5	Experience in providing clinical supervision/mentoring (individual and group setting)	Desirable
S6	Experience delivering care in a low-resource environment and/or humanitarian settings; working within conflict affected areas	Desirable
S7	Fluency in spoken and written English	Essential
S8	Additional languages, especially Ukrainian and/or Russian	Desirable
S9	Excellent communication and interpersonal skills; able to communicate complex technical requirements and information in a simple way	Essential

<b>Personal Attributes</b>		
A1	Understanding of the moral and legal implications of humanitarian work	Essential
A2	Strong understanding of Safeguarding and its importance in health	Essential
A3	Able to communicate effectively with all members of a multi-disciplinary team	Essential
A4	Medically fit for the context with a good understanding of the demands of a deployment	Essential
A5	Experience of working within a variety of team settings and willingness to work flexibly as per the demands of the deployment	Essential
A6	Commitment to UK-Med's humanitarian mandate	Essential
A7	Highest standards of integrity.	Essential
A8	Flexible, can-do attitude and good team player.	Essential
A9	Excellent time and task management skills, communication skills and attention to detail	Essential
A10	Ability to work independently.	Essential
A11	A commitment to own learning and development and willingness to undertake Continuing Professional Development.	Essential
<b>Practical requirements</b>		
	Willingness to travel in Ukraine to the various field offices	Essential
	Willingness to work some weekends and evenings to contribute programme delivery and organisational priorities.	Essential

## Key terms and benefits

<b>Salary:</b>	£3,400 to £3,750 per month (dependent on experience)
<b>Working hours:</b>	Full time
<b>Annual Leave:</b>	Pro rata of 33 days per year plus inclusive of entitlement to public holidays.
<b>Health:</b>	You must be fit to deploy to Ukraine and agree to undertake medical assessments to confirm this fitness
<b>Safeguarding:</b>	To follow UK-Med safeguarding practices as required within the role.
<b>Professional requirements:</b>	NMC (Nursing Midwifery Council) registration or equivalent national registering body
<b>Term of contract:</b>	We can offer a variety of fixed contracts for this role. This includes options of: <ul style="list-style-type: none"><li>▪ 4 - 6 weeks fixed term</li><li>▪ Up to 3 months fixed term</li><li>▪ Up to 12 months fixed term</li></ul>

We are flexible to discuss candidate availability and contract durations as part of the recruitment process.

# UK-MED

Building a world  
prepared to help