



Health Referent – Infection Prevention and Control

Candidate Information Pack

June 2023

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Introduction

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 20,000 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:	Health Referent – Infection Prevention and Control
Salary:	pro rata of £30,000 - £40,000 gross annual (dependent on experience, qualifications and registrations)
Hours:	Ad hoc consultancy work or 20% of full-time (average 1 day per week)
Duration:	Open-ended
Location:	Homeworking, with potential to undertake deployed overseas roles

Can you use your health expertise to shape our humanitarian health response?

UK-Med is a frontline medical aid charity. Born of the NHS, we've been working for over 30 years towards a world where everyone has the healthcare they need when crises or disasters hit. Rehabilitation has a unique role in disaster response. We are excited to be strengthening and expanding our rehabilitation capabilities in global response activities. We aim to be a leader in the field of rehabilitation in global response activities.

We are seeking a small number of health professionals to join us as part-time Health Referents to build on the health expertise in our core team. Our core Health Team has significant expertise in humanitarian healthcare, and has always brought in additional expert support through consultancies when required. Following a period of significant growth, we are looking to bring specific expertise into the core team on an ongoing basis through a group of part-time Health Referents.

Our Health Referents will bring specific technical expertise in a variety of health fields to ensure that UK-Med's programme design and implementation remains in line with current best practice.

As a Health Referent, you will provide clinical / technical health expertise and advice, contributing to our work through:

- Advising and guiding our health teams in humanitarian contexts in their planning and work
- Helping in the design of SoPs, policies, and guidance documents from your field of expertise
- Developing capacity building interventions (e.g. training sessions, online learning packages, coaching) to develop skills of UK-Med personnel and our partners (e.g. Ministry of Health staff, other NGOs)
- Helping to ensure we have the right people working in humanitarian responses by shaping role descriptions, person specifications, selection interview questions and model answers.
- Working on programme design and proposal preparation for work linked to your expertise.
- Contribution to quality assurance and after action reviews of health activities

Our ideal candidates will be highly skilled health professionals with significant experience of humanitarian health responses. You will be flexible enough to respond to urgent requests, and able to deliver against longer-term objectives, while working independently with minimal guidance.

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

How to apply

To arrange an informal discussion about the post, please contact recruitment@uk-med.org in the first instance.

To apply, please submit a **current CV and a supporting letter** (2 pages) that includes:

- A detailed explanation of your suitability for this post with **specific reference to the essential criteria** in the person specification
- Full contact details
- Your current pay grade and salary, and your salary expectation in this role
- Where you saw this role advertised
- Where you propose to work (must be within 2 hours time difference of UK) and the basis of your right to work in there (e.g. Citizenship / working visa)

Applications must be submitted online no later than **Monday 26th June 2023**.

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.

Please note, we are open to proposals to work from home – if proposing to work from outside the UK you will need to have no more than 2 hours' time difference to the UK. If proposing to work from the UK you must have an existing right to work in the UK.

About UK-Med

UK-Med (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

Vision

People affected by epidemics, conflict and natural disasters receive high-quality emergency medical care.

Mission

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

Values:

Excellence – The emergency medical care and training we provide is of the highest standard, recognised by both the World Health Organisation and UK government.

Accountable – Our patients, colleagues, partners and donors are at the core of what we do.

Professional – We work to professional standards and interact in a professional manner.

Collaborative – We work with partners and other medical teams to ensure people affected by disasters receive the best possible care.

Effective – We work where the need is greatest, adapting our actions to the specific context.

Altruistic – Saving lives and alleviating suffering is our drive.

Job Description

Job Title	Health Referent – Infection Prevention and Control
Reports to	Health Director / Direct line Management Senior Health Advisor Outbreak Response
Duration	Open-ended
Hours	Part-time (1 days per week or ad hoc consultancy contract)
Place of work	Homeworking, with potential to undertake deployed overseas roles

Purpose of role

To provide expert clinical and technical input to the design and implementation of UK-Med and UK EMT health programmes, particularly in the field of IPC supporting the emergencies responses.

Key responsibilities

Supporting field teams

1	Be an accessible source of technical advice and able to support personnel working directly on responses involving expertise in infection, prevention and control ensuring integrated management and support implementation of emergency responses.
2	To prepare SoPs, template documents, training plans, presentation slides and other resources for use by field teams and to support UK-Med’s health strategy to enhance IPC elements.

Programme and proposal design and development

3	To contribute to the design of health programming, defining relevant elements of health responses and contributing to overall design of health responses, in close collaboration with the health technical advisor in this field
4	To contribute to setting measurable objectives for health programming, bringing expert input to the design process in the field of IPC
5	To contribute to proposals and bids as defined by core staff, potentially including technical discussions with representatives of donors, delivery partners, Ministries of Health and WHO as required, if IPC is involved
6	To design SOPs (Including clinical SOPs) and other tools to support operational response activities of EMT and UK MED

Quality and standards

7	To set quality standards in line with area of expertise for the overall work of UK-Med / UK EMT, including clear definitions of quality measures, monitoring process and timelines
8	To monitor and review quality of UK-Med / UK EMT activities and outputs in responses with regard to own area of expertise and where needed offer the services needed to drive change,

	especially improvement of the collection and analysis of IPC information to enhance the organisational responses
9	Support the design, preparation and delivery of IPC trainings (formal and informal) in order to optimize quality of care in deployment responses and Capacity building activities.
10	To Participate in sessions and events that contribute in the learning, feedback and/or reviews efforts following deployments to enhance the overall membership skills and knowledge around IPC (e.g., support the design of an Outbreak training pathway with IPC elements)
Personnel	
11	To contribute to the design of role descriptions, person specifications and selection processes for technical health roles in responses and at HQ level, if required
12	To support performance reviews and provide technical expertise to employee relations cases where technical performance is a factor
Field work – to be offered on occasion	
13	Wherever possible, to participate as a member of health assessment teams and advance teams for UK-Med and/or the UK EMT
14	To deploy with response teams as required, maintaining core Health Referent work where possible
Safeguarding	
15	To 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.
16	To report all possible breaches of policy or Codes of Conduct through the appropriate channels in a timely fashion.
General duties	
17	To ensure and promote Equality, Diversity and Inclusion (EDI) in line with UK-Med’s EDI Policy.
18	To comply with all financial and procurement policies and procedures, including those relating to anti-bribery, anti-terrorism, and anti-slavery.
19	To support UK-Med’s environmental policies and procedures, taking personal responsibility for contributing to reducing negative environmental impacts.
20	To comply with all health and safety policies and procedures
21	To undertake training and comply with vetting and health requirements (including CRB / police checks, referencing, health screening and vaccination requirements) appropriate to the role as specified by UK-Med.
22	To 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.
23	Other tasks as might be required to ensure effective delivery of UK-Med deployments, projects and programmes of work

Person Specification

Health Referent

Qualifications / Professional Memberships		
1	A degree in a relevant discipline e.g. medicine, nursing or other health related field where IPC is a relevant subject matter	Essential
2	A higher degree in global health/Public Health or other related discipline (or equivalent experience)	Essential
3	Currently registered to practice with a relevant professional body	Desirable
5	Registered specialist of consultant status or equivalent	Desirable
6	Additional qualifications and trainings, or membership of professional bodies and institutions within the field of IPC (e.g., Specialty Training Program in Infection Prevention and Control accredited by a recognised institution)	Desirable
Knowledge, Skills and Experience		
7	Experience within emergency health response, global health development or humanitarian programming and adapting IPC protocols in this types of responses	Essential
8	Within the IPC field in different levels of care (at community and facility level)	Essential
9	Experience in outbreak responses and supporting/managing/advising on best practices of IPC for the main modes of infectious disease transmission in emergency settings (e.g., measles, cholera, malaria, etc). Experience in highly infectious disease work is highly valuable.	Essential
10	Previous experience of managing, supervising or supporting health teams and programmes, ideally in humanitarian health settings	Desirable
11	Experienced in writing and reviewing effective policies, protocols and standard operating procedures	Essential
12	Experience in Antimicrobial Stewardship (ASP) strategies to enhance patient outcomes and diagnostic stewardship is an asset	Desirable
13	Knowledge of the WHO Emergency Medical Teams initiative	Essential
14	Ability to organise work to meet deadlines, including urgent responsive work on demand and at short notice	Essential
15	Excellent communication skills and able to quickly build trust and rapport with a range of stakeholders	Essential

16	Excellent English language, written, spoken and comprehension	Essential
17	Experience of contributing to the development and delivery of staff development, training and capacity building	Essential
18	Sound understanding of relevant clinical roles and career pathways (in both UK NHS or another health system humanitarian sector)	Desirable
19	French, Spanish or Arabic language skills	Desirable
Personal Attributes		
20	A positive and flexible problem-solving approach with the ability to respond to changing situations	Essential
21	Willingness and ability to undertake travel within the UK and internationally	Desirable
22	Willingness to deploy overseas in humanitarian responses and to deliver capacity building	Desirable
23	Works well with colleagues both internally and externally and takes a collaborative approach	Essential
24	Self-motivated and able to work with minimal supervision.	Essential
25	A creative problem-solver with excellent attention to detail	Essential
26	A good decision-maker, able to take effective, considered and timely decisions by gathering and evaluating relevant information	Essential
27	Works independently within area of responsibility and knows when to involve others	Essential
28	Applies technical and professional expertise to the highest standards	Essential
29	Able to prioritise workload and manage competing deadlines.	Essential
30	Willingness and suitability to deploy into humanitarian emergencies as MEAL focal point in support of programmatic setup and bridge gaps.	Essential
31	Ability to travel nationally and internationally to any of the UK-Med response including Ukraine and / or to various field offices.	Essential
32	Willingness to work some weekends and evenings to contribute programme delivery and organisational priorities.	Essential

Key terms and benefits

- Salary:** Pro rata of £30,000 - £40,000 gross annual (dependent on experience, qualifications and registrations)
- Working hours:** Part-time, 20% of full-time (equivalent to 1 days per week)
- Deployment:** You may be required to spend time in various locations for our international programmes of work. You must be fit to deploy and agree to undertake medical assessments to confirm this fitness.
- Safeguarding:** To follow UK-Med safeguarding practices as required within the role.
Professional requirements: Current registration to practice, as per original degree in the country of practice, residence or nationality.
- Term of contract:** Open ended

UK-MED

Building a world
prepared to help