

UK-MED



Field Operations Manager - Ukraine

Candidate Information Pack

2026

uk-med.org

Contents

2. Contents
3. Introduction
4. Advert
5. About UK-Med
7. About the role
8. Job description
10. Person Specification
12. Key terms and benefit

Introduction



UK-Med is the most deployed Emergency Medical Team globally, responding to complex humanitarian healthcare emergencies at speed and scale. 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.

Since late February 2022, we have been responding to calls for help with the crisis in Ukraine. We now have programmes across Ukraine including surgical support, health clinics, and emergency preparedness training. More than 30,000 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 crises and can also respond to any crisis, anywhere in the world, under our own banner.

In February 2023, UK-Med deployed the UK Emergency Medical Team field hospital to Turkey in response to the earthquakes there. Since launching our response in Gaza in late 2024, we have created two field hospitals within the Gaza strip and supported surgical departments in several locations. Over 1,000,000 patient consultations benefiting from UK-Med's treatment so far.

UK-Med Chief Executive Officer

David Wightwick

Advert

Role:	Field Operations Manager – Ukraine
Salary:	£4,000 –£4,300 gross per month (dependent on experience)
Hours:	Full time, with some weekend and evening working required to support the humanitarian programme delivery
Duration:	Initial contract to 31 st of October 2026 with extension dependent on funding.
Location:	Ukraine, (Dnipro with regular travel to field locations)

*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>).*

Can you lead operational delivery, ensuring systems, resources, and teams effectively support life-saving healthcare programmes in a complex humanitarian 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.

As UK-Med continues to deliver and adapt its response in Ukraine, we are seeking an Operations Manager to lead and oversee all operational support functions across our programmes. This role is central to ensuring that logistics, HR, finance, administration, and security systems are effective, compliant, and responsive to the demands of a fast-paced and evolving context.

Working closely with the Director, Ukraine EMT and Programme Manager, you will ensure that operational capacity is aligned with programme needs across multiple locations, including frontline and hard-to-reach areas. You will provide oversight of operational systems, strengthen coordination across departments, and ensure that teams are equipped and supported to deliver safely, efficiently, and at scale.

This is a key leadership role suited to an experienced humanitarian professional who thrives in complex environments, brings strong operational judgement, and is confident managing multidisciplinary teams and systems. Your work will play a critical role in enabling programme delivery and ensuring that UK-Med's response is effective, accountable, and impactful.

We offer a competitive salary and benefits, a collaborative environment, and the opportunity to make a meaningful difference through humanitarian work. UK-Med is an ambitious and expanding organisation, and this role offers a unique opportunity to support the delivery of critical healthcare in one of today's most significant humanitarian contexts.

How to apply

To apply, please submit a **current CV** and a **supporting letter (2 pages)** through our [online jobs portal](#). Your covering letter must include a **detailed** explanation of your suitability for this post with **specific reference to the criteria** in the person specification

Applications must be submitted no later than **Monday 1st of June 2026**.

Please note that this is a rolling recruitment process. Applications will be accepted on an ongoing basis and hiring manager will review applications as they are received, decisions may be made at any time if a suitable candidate is identified.

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)

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. We have been working in Ukraine since February 2022 and Gaza since January 2024. Between March 2024 to January 2025, we reached 379,084 people with high-quality healthcare. Every year we respond to 6-8 emergencies – our expert teams are ready to go within 24 hours. The breadth of our medical knowledge is one of our strengths, calling upon a register of 1200 top NHS clinicians and experienced aid workers who can provide a wide range of 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 change.

Job Description

Field Operations Manager – Ukraine

Job Title	Operations Manager - Ukraine
Reports to	Director, Ukraine EMT
Duration	Initial contract to 31 st of October 2026 with extension dependent on funding.
Hours	Full time, with some weekend and evening working required to support the humanitarian programme delivery.
Place of work	Ukraine, (Dnipro with regular travel to field locations)

Purpose of role

The Field Operations Manager is responsible for leading and overseeing all operational support functions in Ukraine, ensuring that systems, processes, and resources effectively enable programme delivery. The role provides strategic and day-to-day oversight of logistics, HR, finance, administration, and operational security, ensuring compliance with UK-Med policies and donor requirements.

Working closely with the Director, Ukraine EMT and Programme Manager, the Field Operations Manager ensures that operational capacity is aligned with programme needs across multiple locations, including frontline and hard-to-reach areas. The postholder plays a critical role in ensuring that operations are efficient, compliant, and responsive within a complex and evolving humanitarian context.

Key responsibilities

Operational Leadership and Coordination

1	Lead and coordinate all operational support functions, including logistics, HR, finance, administration, and security
2	Ensure effective and efficient operational systems are in place across all programme locations.
3	Support field teams to deliver activities in a timely, safe, and efficient manner
4	Ensure field teams are adequately supported through effective operational planning, resourcing, and coordination.

Logistics and Supply Chain Management

5	Oversee procurement, supply chain, fleet, and asset management in line with UK-Med policies
6	Ensure supply chain systems enable timely and efficient delivery of supplies and equipment to all operational locations.
7	Provide oversight to logistics teams, ensuring effective stock management systems and accurate tracking.

8	Ensure compliance with donor and organisational procurement requirements
HR and Administration Oversight	
9	Ensure effective HR systems and processes are in place, including recruitment, onboarding, contracts, and staff welfare.
10	Ensure HR policies and procedures are implemented consistently
11	Support line managers on HR matters and staff management issues
12	Ensure effective administration systems are in place across all locations
Finance Coordination and Compliance	
13	Work closely with the Finance Manager to ensure strong financial oversight, including budget monitoring, expenditure tracking, forecasting, and compliance with donor and organisational requirements.
Security Coordination	
14	<p>Ensure operational activities are aligned with security policies and procedures, working closely with the Security Manager to integrate security considerations into operational planning and decision-making.</p> <p>Contribute to risk assessments, contingency planning, and ensure compliance with movement protocols and reporting requirements across operational teams</p>
Field Operations Support	
15	Ensure operational support systems are in place for Mobile Medical Units and other field activities across oblasts.
16	Support planning and execution of activities in hard-to-reach and high-risk areas
17	Coordinate closely with Field Coordinators and technical teams to ensure operational feasibility
Internal Coordination	
18	Work closely with the Programme Manager to ensure alignment between operational capacity and programme needs
19	Coordinate with MEAL, Liaison, and Communications functions as required
20	Participate in planning, reporting, and internal coordination processes
Line Management	
21	Line manage operational leads, including Logistics Coordinator, HR Coordinator, and Finance Manager, ensuring clear objectives, accountability, and performance management.

22	Ensure operational teams are effectively structured, coordinated, and resourced to deliver against programme needs.
23	Promote strong collaboration and teamwork across departments.
Safeguarding	
24	Promote a strong safeguarding and protection culture within the programme
25	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.
26	Report all possible breaches of policy or Codes of Conduct through the appropriate channels in a timely fashion.
General duties	
27	Comply with all financial and procurement policies and procedures, including those relating to anti-bribery, anti-terrorism, and anti-slavery.
28	Support UK-Med’s environmental policies and procedures, taking personal responsibility for contributing to reducing negative environmental impacts.
29	Comply with all health and safety policies and procedures.
30	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.
31	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.
32	Other tasks as might be required to ensure effective delivery of UK-Med / UK EMT deployments, projects and programmes of work.

Person Specification

Field Operations Manager – Ukraine

Qualifications / Professional Memberships		
Q1	Relevant academic qualifications in operations management, logistics, business administration, humanitarian response, or related field	Essential
Q2	Technical background in health or humanitarian operations	Desirable
Q3	A first-level university degree in combination with extensive relevant professional experience in humanitarian operations may be accepted in lieu of a specific academic qualification in operations or management	Desirable
Knowledge, Skills, and Experience		
S1	Proven experience in operations management in humanitarian settings	Essential
S2	Strong experience managing logistics, HR, finance, and administration functions	Essential
S3	Experience working in complex and insecure environments	Essential
S4	Strong understanding of supply chain and procurement systems	Essential
S5	Experience in budget monitoring and financial coordination	Essential
S6	Experience managing multidisciplinary teams	Essential
S7	Strong problem-solving skills and ability to work under pressure	Essential
S8	Experience supporting field operations in remote or frontline locations	Essential
S9	Experience working with major donors and compliance requirements	Desirable
S10	Familiarity with health sector programming	Desirable
S11	Fluency in English (oral and written) is required. (Ukrainian language skills a plus)	Essential
Personal Attributes		
1	Highest standards of integrity and professional conduct.	Essential
2	Strong organisational and leadership skills, complemented by sound management abilities.	Essential
3	Excellent interpersonal skills and team working skills.	Essential

4	A positive and flexible problem-solving approach.	Essential
5	Excellent time and task management skills with the ability to balance a full and dynamic workload.	Essential
6	Willingness and ability to pass clearance checks, undertake overseas travel and deploy to humanitarian emergencies.	Essential
7	Excellent attention to detail around work planning and the use of systems with a strong commitment to quality control and compliance standards.	Essential
8	Ability to work independently.	Essential
Practical requirements		
9	Ability to travel internationally to any of the UK-Med response including Ukraine and or to various field offices.	Essential
10	Willingness to work some weekends and evenings to contribute programme delivery and organisational priorities.	Essential
11	A commitment to own learning and development and willingness to undertake Continuing Professional Development.	Essential

Key terms and benefits

Salary:	£4,000 to £4,300 per month (dependent on experience)
Working hours:	Full time, with some weekend and evening working required to support the humanitarian programme delivery.
Annual Leave:	33 days per year including public holidays (equivalent to 14.5% additional holiday pay if in contexts where holiday cannot be taken). An additional RnR package to be discussed during the interview process.
Safeguarding:	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.
Health and medical	Suitability for this work is a condition of employment. Health clearance as 'fit to deploy' by our occupational health provider is an essential requirement for deployment in this role.
Professional Requirements:	Membership of professional bodies is not a requirement but may be an advantage.
Right to work	Requires right to work in Ukraine and travel through Poland to enter and leave Ukraine (UK-Med will support visa processes where required).
Term of contract:	Initial contract to 31 st of October 2026 with extension dependent on funding.

UK-MED

Building a world
prepared to help