

## PACIFIC ISLAND HEALTH OFFICERS ASSOCIATION

### POSITION VACANCY

<b>JOB TITLE:</b>	Public Health Nurse Practitioner/Trainer
<b>REPORTS TO:</b>	Director, Bureau of Health Planning and Statistics
<b>GRADE/CLASSIFICATION:</b>	Consultant
<b>PERIOD OF WORK:</b>	10 months, Full-Time (with possible extension pending funding availability but not guaranteed)
<b>LOCATION:</b>	Majuro, Republic of the Marshall Islands
<b>COMPENSATION:</b>	To be provided on request
<b>RECRUITMENT TIMELINE:</b>	Immediate

### POSITION SUMMARY

**INTRODUCTION:** Reporting to and under the supervision of the Republic of the Marshall Islands Ministry of Health's (RMI MOH) Director of the Bureau of Health Planning and Statistics, the position will train outer-island Health Assistants (approximately 56) on well-baby health checks including accurate head measurements, growth monitoring and development milestones. The position will also assist the Outer-Island (OI) Supervisor with clinical supervision of OI Health Assistants by radio. Once it commences, the position shall further assist the RMI MOH and Fiji National University (FNU) clinical preceptors and faculty with the training program of nurse practitioner candidates tentatively scheduled for start in September 2016 (expect 50% of time to be spent with OI health staff and 50% with the Nurse Practitioner Training Program – NPTP). This position will work in partnership and collaboration with other local and regionally-recruited Zika surge response consultants and relevant local health agency staff to control and prevent Zika spread. Local health agency staff, include but are not limited to: senior health leadership (Public Health Medical Director and OI Dispensary Coordinating Office Manager in Majuro), local Public Health Emergency and Preparedness (PHEP) and Hospital Preparedness Program (HPP) Coordinators, environmental health and relevant ancillary services staff (lab, medical supply, etc.), local EpiNet/Emergency Response teams, and the FNU NPTP resident faculty in RMI.

The project is funded by the US Centers for Disease Control and Prevention (CDC) through its cooperative agreement with the Pacific Island Health Officers Association (PIHOA). The region of engagement will be the US-Affiliated Pacific Islands (USAPIs) of American Samoa, Guam, Commonwealth of the Northern Mariana Islands (CNMI), Federated States of Micronesia (FSM), inclusive of its states: Chuuk, Kosrae, Pohnpei and Yap, Republic of Palau, and the Republic of the Marshall Islands (RMI). Current Zika-affected areas of American Samoa, RMI, and Kosrae, FSM will be the primary project targets. This position shall comply with any and all relevant federal, state and local government rules and regulations over grants administrative and programmatic requirements, and the appropriate application of various cost principles and allowable activities as indicated in the CDC's Notice of Award (NoA) to PIHOA.

In addition to working under the direction of appointed RMI MOH staff, and to effectively perform duties and activities as indicated in the approved Zika Work Plan and Budget, the position shall also liaise and interact with the RMI MOH's National PHEP/HPP Coordinator and local EpiNet Chairs, as well as the regional Zika team including the Zika Surge Response Project Manager, Zika Surge Response Project Assistant, CDC's Regional Career Epidemiology Field Officer (CEFO) co-located at the PIHOA Guam Office, other Zika regional technical consultants, and relevant PIHOA administrative and technical staff assigned to the project.

### MAJOR DUTIES:

1. Deliver training to OI Health Assistants in growth monitoring, health circumference measurement and developmental assessment of newborns and monitoring of children under 5 years of age. This will require reaching Health Assistants when they come to Majuro for various reasons, in addition to making one circuit trip of outer islands health dispensaries;
2. Join and support RMI MOH's routine OI radio check-in calls every Monday, including gathering further information from Health Assistants as needed when syndromic alerts for possible outbreaks come to attention during these calls (and relays alerts including further information gathered to EpiNet chair);
3. Work with OI Supervisor to improve the timeliness, and accuracy of birth records and death certificates called in by radio by health assistants, including fully implementing verbal autopsy reporting for deaths;
4. Checks in with OI coordinating office radio operators each day to review clinical consult calls from outlying dispensaries, and provides clinical guidance to health assistants, further consulting the Public Health Medical Director as needed;
5. Assist the RMI MOH NPTP preceptors and FNU faculty with delivery of courses and precepting of practicum clinic rotations for nurse practitioner candidates, with special attention to MCH care;
6. Assist RMI MOH pediatric and OBGYN staff and FNU faculty with development of explicit MCH protocols for routine care of infants and pregnant women with special attention to Zika-related monitoring of pregnant women and growth and developmental monitoring of infants;
7. Organize and assist regional partners in the delivery of the EpiTech-Data for Decision Making (DDM) series of courses as widely as possible for improvement of epi capacity at the technician level across USAPI when it commences in the RMI;
8. Serve as a mentor for DDM and other epidemiology-related projects undertaken by RMI MOH staff;
9. As appropriate and in coordination with the RMI MOH Epidemiologist consultant, assure that preparedness-related surveillance activities and capacity building measures fit well within the larger surveillance and health information systems of these small island states, and with the health information capacity building plans and activities of regional partners such as PIHOA, the Public Health Information Network, the PPHSN, WHO, the Secretariat of the Pacific Community, the community college public health training programs in the USAPI and the several universities around the Pacific rim that are engaged in HIS-related work in the region;

Ensure effective coordination of Zika-related work across the region:

10. Attend the Regional Zika Training Workshop (TBC in Guam) in early 2017;
11. Attend regular Zika team meetings/conference calls as directed by the Director of the Bureau of Health Planning and Statistics, Local EpiNet Chairs, RMI MOH PHEP/HPP Coordinator, and/or Zika Surge Response Project Manager (based in PIHOA);
12. As needed, attend PIHOA Executive Board Meetings to update USAPI health officials on Zika response progress; and
13. Regularly collect, compile, analyze and submit to the Zika Surge Response Project Manager all capacity development/training data, activities, and outputs/results/impacts that will be included into programmatic reports to the CDC as per NoA performance reporting requirements and timelines, and which will be collectively evaluated with other Zika project results by the Zika Project Evaluation Specialist at the conclusion of the project period.

**Qualifications:**

1. Minimum Master's degree, and certification and active license as primary care Nurse Practitioner;
2. Experience as faculty in training programs for nurses and medical care providers;
3. Able to write clear, technically correct policies & procedures and clinical guidelines;
4. Must have demonstrated understanding of health care needs in the Pacific islands and ability to work with individuals from various cultural, linguistic, and socioeconomic backgrounds, and/or experience working in developing country settings;

5. Must be highly organized and able to carry out all responsibilities of the position with minimal day-to-day supervision;
6. Must have good communication skills including the ability to communicate reports and needed actions to colleagues in the clinical and administrative units at MOH and with PIHOA counterparts;
7. Experience teaching epidemiology and statistics at the undergraduate and post-graduate levels;
8. Must be highly organized and able to carry out all responsibilities of the position with minimal day-to-day supervision;
9. Must have good English verbal and written communication skills including the ability to communicate medical and public health concepts to medical and non-medical persons;
10. Ability to clearly write reports, recommendations, and policies and procedures;
11. Must be able to travel extensively throughout the Pacific region and the US in the performance of duties; and
12. Ability to work in a team-based environment, as well as independently with minimal supervision, and under pressure with very tight deadlines.

### **PHYSICAL/MENTAL DEMANDS**

Requires prolonged sitting and some standing, walking, kneeling, and bending, requires eye-hand coordination and manual dexterity sufficient to operate computer keyboard and office equipment. Requires normal range of hearing and vision to perform job duties. Must be mentally adaptable and flexible in dealing with a variety of people from a variety of different circumstances, languages, cultural beliefs and practices, and health knowledge. Must be able drive a vehicle and have a valid driver's license. Duties require extensive traveling, so a valid passport or relevant travel ID is required.

**APPLICATION: Position open until filled.** Please submit the following electronically with attention to Emi Chutarro ([emic@pihoa.org](mailto:emic@pihoa.org)), Executive Director, and cc to Andrea Whitt ([andrew@pihoa.org](mailto:andrew@pihoa.org)), Office and Program Support Officer, and Zoya Tayag ([lizoya79@gmail.com](mailto:lizoya79@gmail.com)), RMI MOH HR contact:

- 1) **Letter of Interest** that outlines your overall qualifications and experience in response to the Essential Functions and Qualifications of the position vacancy announcement;
- 2) **Curriculum Vitae** and/or **Resume**; and
- 3) Minimum of **two (2) work references** current to the last 2 years of professional work.

For any enquiries related to this vacancy, please direct them to Emi Chutarro at [emic@pihoa.org](mailto:emic@pihoa.org), or (808) 537-3131.