

The Pacific Community (SPC) invites applications for the position of **Team Leader – Clinical Services Programme** located at its regional office in Suva, Fiji

Description

The **Pacific Community (SPC)** is the principal scientific and technical organisation in the Pacific region, supporting development since 1947. We are an international development organisation owned and governed by our 26 country and territory members. In pursuit of sustainable development to benefit Pacific people, our organisation works across more than 20 sectors. We are known for our knowledge and innovation in such areas as fisheries science, public health, geoscience, and conservation of plant genetic resources for food and agriculture.

The **Public Health Division (PHD)** supports members in developing healthier Pacific Island communities by providing assistance in public health surveillance, and in the prevention and control of communicable and non-communicable diseases. The primary focus of the division is to provide scientific and technical assistance and to support the implementation of plans and programmes in member countries and territories. The primary goals for all PHD activities is to promote population health and well-being, help communities prevent disease and restore and/or maintain health, and reduce inequalities in health. PHD is primarily concerned with improving and protecting public (population) health, rather than providing individual treatment services. PHD is comprised of three programmes: Surveillance Preparedness and Response; Non-Communicable Diseases (NCD) Prevention and Control; and Clinical Services.

The role – **Team Leader – Clinical Services Programme** is responsible for the leadership and management of Pacific Directors of Clinical Services and Pacific Heads of Nursing and Midwifery support team.

The key responsibilities of the role include:

- Leadership, management and technical oversight of the Clinical Services Programme
- An effective and responsive regional secretariat and helpdesk operations for Pacific clinical services
- Pacific Directors of Clinical Services (PDCS), Pacific Heads of Nursing and Midwifery (PHONM) and clinical services managers have access to evidence-based information and analysis to facilitate better management and decision making
- Effective regional and/or sub-regional collaborations and coordination on common clinical services needs

For a more detailed account of the key responsibilities, please refer to the job description provided.

Key selection criteria

Qualifications

- Degree in medicine (MBBS)
- Master's degree in a relevant field, such as medicine, public health, or health management

Knowledge and experience

- At least 10 years of working experience in senior management and clinical services in the Pacific region
- Capacity to effectively manage complex specialised clinical services and other health issues with ability to negotiate with diplomacy to achieve planned outcomes
- Programme management experience, including ability to uphold accountability, transparency, and ethics
- Knowledge and awareness of the key health priorities and issues facing Pacific Island countries and territories

Essential skills

- Ability to work effectively under pressure to address challenges and achieve outcomes
- Ability to manage, acquit and provide accurate financial reports and meet planned budgets

Language skills

- Excellent English communication skills (oral and written) including presentation and report writing skills

Interpersonal skills and cultural awareness

- Ability to work in a multicultural, inclusive and equitable environment

Salary, terms and conditions

Contract Duration – 3 years

Due to the current travel restrictions caused by the global COVID-19 pandemic, and the priority SPC places on its staff safety, health and well-being, please note that there may be delays in taking up the appointment. These matters will be discussed thoroughly with successful candidates. In most cases, any appointment and on-boarding would only commence when relocation to the duty station is permitted.

Remuneration – The **Team Leader – Clinical Services Programme** is a Band 12 position in SPC's 2021 salary scale, with a starting salary range of 3,478–4,348 SDR (special drawing rights) per month, which currently converts to approximately FJD 10,504–13,130 (USD 4,835–6,043; EUR 4,266–5,333). An offer of appointment for an initial contract will normally be made in the lower half of this range, with due consideration given to experience and qualifications. Progression within the salary scale will be based on annual performance reviews. Remuneration of expatriate SPC staff members is not subject to income tax in Fiji; Fiji nationals employed by SPC in Fiji will be subject to income tax.

Benefits for international employees based in Fiji – SPC provides a housing allowance of FJD 1,350–3,000 per month. Establishment and repatriation grant, removal expenses, airfares, home leave travel, health and life and disability insurances and education allowances are available for eligible employees and their eligible dependents. Employees are entitled to 25 working days of annual leave per annum and other types of leave, and access to SPC's Provident Fund (contributing 8% of salary, to which SPC adds a matching contribution).

Languages – SPC's working languages are English and French.

Recruitment principles – SPC's recruitment is based on merit and fairness, and candidates are competing in a selection process that is fair, transparent and non-discriminatory. SPC is an **equal-opportunity employer**, and is committed to cultural and gender diversity, including bilingualism, and will seek to attract and appoint candidates who respect these values. Due attention is given to gender equity and the maintenance of strong representation from Pacific Island professionals. If two interviewed candidates are ranked equal by the selection panel, preference will be given to the **Pacific Islander**.

Applicants will be assured of complete confidentiality in line with SPC's Privacy Policy.

Application procedure

Closing Date – 20 July 2021 at 11:45pm Fiji time

Applicants must apply online at <http://careers.spc.int/>

Hard copies of applications will not be accepted.

For your application to be considered, you must provide us with:

- an updated resume
- contact details for three professional referees
- a cover letter detailing your skills, experience and interest in this position
- responses to all screening questions

Please ensure your documents are in Microsoft Word or Adobe PDF format.

Applicants should not attach copies of qualifications or letters of reference. These documents may be requested at a later stage.

For international staff in Fiji, only one foreign national per family can be employed with an entity operating in Fiji at any one given time. SPC may assist on a case-by-case basis with submissions to Fiji Ministry of Foreign Affairs for their consideration and final approval. SPC cannot and does not make any guarantee whatsoever of approval for such applications to the Fijian Ministry of Foreign Affairs and where an application is approved, the spouse or partner will be subject to such terms and conditions as may be set from time to time by the Ministry.

Please ensure that you respond to all the screening questions. If you do not respond to the screening questions, your application will be considered incomplete and will not be reviewed at shortlisting stage.

Screening Questions:

1. What motivated you to apply for this role?
2. Describe your experience working with Pacific Island countries and territories and development partners on regional health issues.
3. What do you think are the major challenges facing clinical and nursing services in the Pacific, and how do you think regional institutions like SPC can assist with these challenges?