



Job Description Medical Superintendent

Responsible to:	Chairman of Leprosy Mission Nepal (LMN) Director for South Asia
Location:	Anandaban Hospital, Nepal
Contract:	2 years

The Leprosy Mission (TLM) is a leading international Christian organization with over 130 years of experience.

TLM is a worldwide partnership, active in over 50 countries, with over 200 projects, dealing with causes and consequences of leprosy, ranging from health and development to advocacy and community empowering.

We work together to achieve our purpose of ministering in the name of Jesus Christ to the physical, mental, social and spiritual needs of individuals and communities disadvantaged by leprosy, working with them to uphold human dignity and eradicate leprosy.

The Context

Anandaban Hospital is the largest leprosy hospital in Nepal. It serves as the main leprosy hospital for the Central Region of the country. The hospital provides outpatient services and inpatient care. Leprosy services include: comprehensive leprosy care, including MDT, disability prevention and correction and small scale rehabilitation projects.

Job Summary

To be overall responsible for the medical aspects of the hospital .

Main Responsibilities:

Surgical/Medical

1. Be responsible for all medical issues (policy and practice).
2. Supervise the work of Medical department (doctors & Health Assistants).
3. Responsible for ensuring infection control issues and standards. Coordinating with the Infection Control Committee and liaison with nursing staff and other relevant departments.
4. Participation in on-call rota.
5. Second on call for junior staff for complicated medical, surgical and obstetric cases.
6. Be available for clinic consultation at Patan Hospital (close to Kathmandu).
7. Be available for general OPD consultations.
8. Be available for inpatient consultations.
9. Coordinate Prevention of Disability (POD) care, ulcer care (including septic/ulcer surgery).

10. Be responsible for disaster relief, major trauma planning and protocols. Conduct training and mock scenarios.
11. Coordinate and participate in foot/disability and skin camps.
12. Be responsible for ensuring annual staff health checks and ongoing staff health provisions.

The following relate to surgically-trained applicants

- a) *To provide surgical services for reconstructive surgery in leprosy. Develop and expand other reconstructive/disability surgery as appropriate.*
- b) *Be responsible for the Surgical Ward and joint surgical rounds in the other Wards.*
- c) *Be responsible for the development of general and gynaecological surgery at Anandaban (as per training and experience).*
- d) *Develop protocols for standard operating procedures for theatre.*
- e) *Coordinate and facilitate all major and minor septic surgery.*
- f) *Provide surgical services at surgical camps at Lalgadh.*

Networking

1. Represent The Leprosy Mission Nepal (LMN) together with the Executive Officer in all meetings with Nepal government, e.g. LCD, Central Region, SWC.
2. Participate in the Network of Leprosy NGOs (NLN) with the Executive Officer.
3. Chair and coordinate the medical technical working group for Network of Leprosy NGOs (NLN) as required.
4. Participate in the Nepal Christian Hospital Association (NCHA) together with the Executive Officer.
5. Liaise with medical colleges to promote and teach leprosy related subjects.
6. Liaise with local groups to promote disability issues and fundraising.
7. Represent LMN as member of SPMT.

Technical/Training

1. Supervise and provide advice in the technical aspects of training programme.
2. Teach on Medical Officer's courses and other relevant government courses.
3. Liaise with senior training staff.
4. Coordinate and participate in training of all medical department members through CME.
5. Be responsible for development and training of all medical staff.
6. Supervise the function of all medical departments and PMS of senior medical staff.
7. Overall responsibility for quality of medical service at Anandaban.

Administration

1. Be responsible for all technical issues related to clinical service, training, clinical aspects of research, and field based programmes (ATS).
2. Be responsible for preparing regular activity reports.
3. Participate in Strategic Planning of LMN.
4. Strengthen middle level medical staff (HOD) by delegation of tasks and capacity building.
5. Run monthly Inter Department Meetings and attend the departments meeting.
6. Participate in weekly senior management group meeting.
7. Assist Executive Officer in the preparation of Budget and Annual Plan documents.
8. Assist Executive Officer in the purchase of medicines, medical supplies and medical equipments.
9. Recommend to Executive Officer all matters of medical, training and research staff (Appointment, training, promotion, discipline etc).
10. Responsible for ensuring annual performance appraisals on all medical staff.

Research

1. Support and supervise physiotherapy, POD, prosthetics and nursing in operational research.

2. Supervise and help facilitate all clinical based research of LMN.
3. Liaise with Government of Nepal on operational research on field issues.
4. Participate as an active member of TSARC.
5. Review current wound care procedures at Anandaban. Conduct operational research to improve
 - a) Efficiency of service, b) Quality outputs, c) Decrease recurrence rate.
6. Overall responsible for Mycobacterial Research Laboaroty, LMN.

Spiritual

1. Contribute to the Christian spiritual development of staff in Anandaban through leading Bible studies and promoting prayer amongst Christian staff.
2. LMN strives to be like Jesus; a characteristic which every staff member, not least senior staff such as the one in this post, should exhibit, including a full participation in the spiritual life and witness of the Mission.
3. Develop relations with the local church.

Person Specification

Attributes	Essential	Desirable
Education / Qualifications and Experience	1. Medical Practitioner	Qualified surgeon with experience in orthopaedic or plastic surgery
Technical Skills & Knowledge	2. Proven leadership skills and the ability to relate to and motivate local staff 3. Ability and willingness to transfer skills through formal and informal training. 4. Good interpersonal and communications skills 5. Able to create and maintain relationships with key stakeholders. 6. Demonstrate profound cross cultural awariness insight into health care issue. 7. Be a team player sensitive to the needs of others	
Special Circumstances	8. Be a practicing Christian committed	

	to the objectives, ethos and values of The Leprosy Mission and able to work in an interdenominational environment 9. Sensitive in dealing with other cultures and religions	
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How to Apply

It is essential that you complete an Application Form, as very specific information is required and will be used to decide whether or not you will be short-listed for an interview.

For further information on application pack visit www.leprosymission.org (see section "Opportunities").

Please return the completed application form to: jobs@tlmint.org