



	<p>&amp; child mortality &amp; morbidity is high. Therefore, it is a national priority and is included in the Catholic Health Services (CHS) targets.</p> <p>The social program has traditionally assisted the CHS by mentoring / supervising village health workers in village along the fly river. This previous experience has directly contributed to the development of the current village health program for other remote village areas. At this moment CHS does not have the capacity to implement the program without assistance.</p> <p>Australian Doctors International (ADI) is a partner of the Diocese of Daru Kiunga. ADI provides medical services through the deployment of volunteer doctors and nurses/health administrators, public health programs and health education and training to the health staff of the Catholic Health Office.</p> <p><b>ALIGNMENT WITH AVI COUNTRY STRATEGY:</b> The assignment is aligned through building social connection and supporting the provision of health care to rural communities including women and children.</p>
ASSIGNMENT OBJECTIVE:	Provide assistance with health planning, management and administration to the Catholic Health Office to help them implement their plans for their network of health centres and aid posts.
START DATE:	February, 2010
DURATION:	10 Months (February-December 2010)
<b>WORKING RELATIONSHIPS</b>	
LINE MANAGER:	Bishop of Daru-Kiunga (Bishop Gilles Cote)
STAFF SUPERVISION:	Manage the activities of the volunteer doctors and general assistant/boatman
OTHER STAFF:	Collaborate, coach and support the Head of Catholic Health, the clinical supervisor and office staff, and the nurses and community health workers at the Diocese 8 health centers and 13 aid posts. Liaise with other Mission staff including staff delivering refugee services, disability services, HIV testing, training and counselling, Kiunga hospital CEO and staff, North Fly Health Services Program Coordinating Committee, staff at Rumginae and Tabubil Hospitals, North Fly District Health Services
AUSTRALIAN PARTNER ORGANISATION:	<p>Australian Doctors International Incorporated (ADI) is an Australian non-government organisation based in Sydney. In partnership with the Catholic Diocese of Daru-Kiunga the outcomes, we strive for are to raise the standard of health in the Western Province of PNG and commit to eradicate preventable communicable diseases such as malaria, filariasis, TB, HIV/AIDS and leprosy. ADI has no political or religious affiliations. It is approved by AusAID, and has Deductible Recipient Gift status. ADI is a signatory to the Australian Council for International Development Code of Conduct.</p> <p>ADI has so far deployed 19 doctors on 25 assignments to look after the patient population of the Catholic Health Service</p> <ul style="list-style-type: none"> <li>• Deployment of volunteer doctors to remote communities</li> <li>• Implementation of public health programs to combat preventable, communicable disease such as malaria, leprosy, TB and filariasis. ADI has distributed 55,000 bed nets in North Fly and has conducted 5 rounds of Mass Drug Administration to treat filariasis in a specific area of North/Middle Fly.</li> <li>• Provision of education and training to increase the clinical, preventative health and managerial capacity of the local health workers. ADI hosts an annual in service capacity building workshop and doctors do on the ground training at health posts.</li> </ul>

	<p>ADI is governed by a board; the organisation is run by a part time General Manager, a contract communications consultant and volunteers. ADI is a registered charity.</p> <p>For further information on ADI go to <a href="http://www.adi.org.au">www.adi.org.au</a></p>
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#### DUTIES AND RESPONSIBILITIES OF THE VOLUNTEER

- Assist in the development and implementation of the annual CHO health plan and ADI activities
- Assist in building the capacity of the administrative and clinical staff to deliver health services to their constituents.
- Assist the Health Secretary and Clinical Supervisor in the development of their managerial skills
- Assist in training and education of the Diocese health staff in health management and administration
- Make an active contribution to improving the functioning of North Fly Health Services Development Program in conjunction with Catholic Health
- Maintain a fully functioning ADI office, house and vehicles.

#### WORKPLACE DETAILS AND CONDITIONS OF EMPLOYMENT

LOCATION:	Kiunga is the port town for the Ok Tedi mine about 10,000 population. It is becoming the major town of the western Province for example more and more Provincial Offices are moving here.
NEAREST MAJOR CITY:	Port Moresby – 3 hours by plane Mount Hagen – 1 hour by plane Tabubil – 3 hours by road or 20 minutes by plane
LOCAL CONTEXT:	The community is becoming increasingly mixed as the area becomes more accessible and work opportunities increase. It is in one of the hottest places in PNG. Access in and out is only possible by plane. Cost of living is high.
MAIN LANGUAGE/S:	<b>USED IN WORKPLACE:</b> Kiunga – English, Pidgin; <b>LEVEL OF COMPETENCY REQUIRED IN LOCAL LANGUAGE:</b> Low <input type="checkbox"/> Medium <input checked="" type="checkbox"/> High <input type="checkbox"/> <b>USED IN THE COMMUNITY:</b> As per workplace
HOURS / DAYS OF EMPLOYMENT:	8.00 am to 4.00pm, Monday to Friday
LEAVE ENTITLEMENTS:	20 days annual leave and 10 days sick leave
OTHER CONDITIONS:	OUT OF HOURS WORK MAY BE REQUIRED: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TRAVEL MAY BE REQUIRED AS A PART OF THIS ROLE: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

#### PLACEMENT FUNDING

LIVING ALLOWANCE:		ACCOMMODATION ALLOWANCE:	
AVI:	AUD <b>3231.00</b> per quarter	AVI:	AUD <b>0.00</b> per quarter
EMPLOYER:	AUD <b>219.00</b> per quarter	EMPLOYER:	AUD <b>0.00</b> per <b>month/quarter</b>
OTHER INFORMATION:	Accommodation will be provided by the Diocese.		
OTHER ALLOWANCES:			
SETTLING-IN:	AUD <b>1300</b> paid prior to departure *		
RE-SETTLEMENT:	AUD <b>75 per completed month</b> paid at the conclusion of the placement minus AUD300 pending AVI receipt of the Post-Assignment Health Report*		

OTHER:	<ul style="list-style-type: none"> <li>• Airfares at the commencement and conclusion of the placement to and from the placement of recruitment in Australia only.</li> <li>• Pre-departure vaccination expenses.</li> <li>• Insurance coverage including travel, medical and emergency evacuation coverage.</li> <li>* <i>Payable on volunteer assignments greater than six months only.</i></li> </ul>
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### SELECTION CRITERIA – Please address these in your application

QUALIFICATIONS:	<ul style="list-style-type: none"> <li>• Health management</li> </ul>
ESSENTIAL SKILLS & EXPERIENCE:	<ul style="list-style-type: none"> <li>• Demonstrated background in health management and administration</li> </ul>
ESSENTIAL PERSONAL QUALITIES:	<ul style="list-style-type: none"> <li>• Commitment to team work, coaching, and mentoring others.</li> <li>• Awareness and sensitivity of cross-cultural settings</li> <li>• Patience, tolerance and flexibility</li> <li>• Ability to cope with cultural isolation and a different standard of living</li> <li>• A preparedness to work with limited resources within a challenging environment.</li> </ul>

### ADDITIONAL INFORMATION

Applications must:

- Be submitted via our website in Microsoft Word format only.
- Address all of the **essential selection criteria**. Applications that do not will not be accepted.

Final confirmation of the appointment is subject to:

- Formal approval from the employer
- Procurement of visa and work permits
- A satisfactory medical examination
- A satisfactory criminal record check by the Australian Federal Police
- Satisfactory completion of the pre-departure briefing.

Australian Volunteers International is strongly committed to protecting the rights of children. We adhere to laws in Australia and foreign countries regarding child exploitation and support Childwise and ECPAT International.