

Job description NorCross Health ERU

Job title:	ERU Ward/Out Patient Department Nurse
Country of assignment:	To be determined
Duration of mission:	4 to 6 weeks
Reports to	ERU Head Nurse
Responsible for (staff):	Local Staff

Summary Statement

A Health Emergency Response Unit (ERU) is a standardized modular package of equipment, medical supplies and pharmaceuticals ready to be deployed on short notice with a team of highly qualified and trained personnel to international emergencies. The Ward Nurse, under the direction of the Head Nurse, will work in collaboration with other Movement Partners, delegates, national staff and volunteers, local health authorities and affected communities as part of a team within the mandate of the RCRC Movement.

Specifically, this position will focus on:

- Undertaking professional / technical activities to support the work of the ERU.
- Support and coordinate ERU local staff to undertake professional/technical activities. This could include supervision, mentoring and training.
- Given the nature of ERU and the context, the intensity and types of activities may vary by rotation (set up, running of the operation and handover).

Key tasks and responsibilities

These are the duties and tasks applicable to the Ward/Out Patient Department nurse.

1. To undertake professional duties under the direction of the Head Nurse
2. Provide nursing care for patients in an ERU setting
3. Be responsible for ward rounds and consultations
4. To plan and support basic curative and preventive health activities in the hospital. This may include:
 - diagnosis and treatment of common diseases according to MOH/WHO standard case definitions and management protocols, using the IEHK.
 - immunisation of women and children under 5, if applicable
 - paediatric care, when paediatric nurse is not available
 - nutritional surveillance and therapeutic feeding if paediatric nurse is not available
5. To plan and manage the in-patient wards of the ERU hospital.
6. To update bed occupancy and liaise with OPD and OT for admissions.
7. To supervise local staff and ensure that all shifts are covered.
8. To ensure maintenance of the equipment and update inventory of all items, drugs and consumables.
9. To control the supply and use of medicaments according to standard treatment protocols.
10. To ensure that national standards of nursing care are maintained and ensure all staff adhere to aseptic practice and universal precautions (IPC).
11. To work according to the Ministry of Health / WHO guidelines/Sphere Standards and ensure that all documentation meets local medico-legal requirements.
12. To provide regular and timely reports (incl. health statistics)
13. To ensure patient documentation is consistently filled out by international and local medical staff, ensuring that medical records are written clearly and precisely including treatment and/or discharge plans, including documentation of unwanted incidents related to the care of the patient.
14. Be on-call and available for emergencies in the wards and OPD
15. To support the capacity of the host National Society and develop skills where possible.

Duties applicable to all staff

Those duties complement the key tasks and responsibilities of each ERU Delegate and are in addition to the specific mandate elaborated in the ERU Deployment Order and/or Terms of Reference:

1. Actively work towards the achievement of the RCRC Movement's goals:
 - a. Save lives, protect livelihoods, and strengthen recovery from disasters and crises
 - b. Enable healthy and safe living
 - c. Promote social inclusion and a culture of non-violence and peace
2. Abide by and work in accordance with the Red Cross/Red Crescent principles:
 - a. To prevent and alleviate human suffering
 - b. To protect life and health and ensure respect for the human being
 - c. Making no discrimination as to nationality, race, religious beliefs, class or political opinions, and giving priority to the most urgent cases of distress
 - d. Not taking sides in hostilities or engaging in controversies of a political, racial, religious or ideological nature
 - e. Not prompted in any manner by desire for gain
 - f. Sharing equal status with other Societies in the Movement and equal responsibilities and duties in helping each other
3. Abide by and work in accordance with the ERU Standard Operating Procedures.
4. Contribute to a positive team environment and service excellence to meet the needs of beneficiaries.
5. Perform any other work related duties and responsibilities that may be assigned by the line manager.

Lateral relationships

1. Represent the ERU to internal and external stakeholders at various levels as needed and establish and maintain effective working relationships with the following entities:
 - a. Beneficiaries from affected communities and hired staff
 - b. Host National Society counterparts and volunteers
 - c. Red Cross Movement partners, including IFRC, ICRC, PNS, ERU delegates from other deploying NS
 - d. Local health authorities, UN agencies and NGOs, using formal or informal health cluster or similar coordination meetings to maximize efficient health care delivery.

Working Conditions

Field based position. Difficult and demanding working conditions are expected including the following:

- 1) Due to the dynamic nature of an emergency situation and proximity to disaster-affected area, areas of active conflict, issues of access and mobility;
- 2) Very basic living conditions;
- 3) Long hours of work in a demanding context with limited resources;
- 4) Stressful rapidly changing environment with limited information to make decisions.

Personal specifications

	Required	Preferred
General		
In good mental and physical health	X	
Discrete, professional and mature	X	
Capable of decision-making in conditions of uncertainty	X	
Able to work with limited resources	X	
Be innovative and at ease in problem solving	X	
Capable of handling extreme stress, change and situations of insecurity	X	
Able to leave for four to six weeks on very short notice	X	

Education/Qualifications		
IMPACT or BTC Course (provided by the Red Cross)	X	
Health ERU Training (provided by the Red Cross)	X	
Certified in Norway as a Nurse	X	
Tropical medicine course	X	
ATLS or KITS		X
Experience		
Experience of managing & supporting staff	X	
Experience in living or working in a cultural context other than their own	X	
Experience in working for the Red Cross/Red Crescent movement		X
Experience in working in low-resource settings		X
Skills/knowledge		
Comfortable with both adult and pediatric patients	X	
Can coordinate in-patient services and patients needs in low-resource settings	X	
Comfortable with basic wound care and care of post-surgical patients	X	
Can both deliver and supervise nursing care delivered in low-resource settings	X	
Competent in computer use (Windows, Microsoft Office, spreadsheets, word-processing, e-mail)	X	
Valid international driving license (manual gears)	X	
Fluent in English	X	
Working knowledge in French		X
Fluent in a language other than English		X
Skills in training facilitation, coaching and development of staff and volunteers		X
Competencies for all ERU members		
Movement context, principles and values, National Society Capacity Strengthening, Community engagement and accountability, Protection, gender and inclusion, Collaboration and teamwork.	X	

Hiring manager's name _____
Job title _____

Signature _____
Date _____