

## Standard Job Description Health ERU – Nurse: OPD/IPD

The content in this document is standardized, except for the fields highlighted in orange, which should be completed for the specific deployment

Job title:	ERU Nurse: OPD-IPD
Country of assignment:	[To be determined]
Duration of mission:	[To be determined]
Reports to:	ERU Head Nurse
Responsible for (staff):	[To be determined]

### Organizational context and job purpose

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 respond to international emergencies. The IPD/OPD Nurse under the direction of the Head Nurse (HD), 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 International Federation of the Red Cross and Red Crescent Societies (IFRC).

Specifically, the In-Patient/ outpatient Department Nurse will:

- Undertake medical duties in accordance with professional standards of practice to ensure high quality, safe patient care
- Support other health care providers, including both national and international staff, in providing high quality, safe patient care. This may include such capacity-strengthening activities as: supervision, mentoring and training.
- Participate in relevant activities depending on the stage of ERU deployment (i.e. inception and set-up of services, handover of activities, etc.)

### Job duties and responsibilities

#### Key clinical management responsibilities:

- Management, organization and overall quality assurance of nursing services given to patients in ERU through planning, supervision, training, and support
- Supervise, mentor and train local staff as needed and ensure safe levels of staffing in the ERU
- Providing curative and preventive nursing care for patients in an ERU/emergency setting together with the local staff.
- Implementing national and International nursing protocols/guidelines, ensuring their coherence and efficiency
- Ensure both national and international standards of nursing care are maintained. Including, ensuring all staff adhere to aseptic practice and universal precautions, and that a high standard of hygiene is maintained.
- Ensuring documentation of nursing care is appropriate and applicable to data protection standards.
- Contributing to ERU operational planning and implementing the relevant clinical objectives
- Undertake professional duties under direction of the Head Nurse / Team leader
- Planning and management of the in-patient ward in the ERU. Including liaising with OPD and OT to manage bed occupancy and patient flow.
- Ensure maintenance of medical equipment and update inventory of all items, drugs and consumables
- Liaise with PSS team in provision of PFA support to patients and their families
- Provide regular and timely reports, as required, to the Head Nurse/ Team Leader
- Work according to the local Ministry of Health/WHO guidelines and treatment protocols. Including the monitoring and using the correct medico-legal documentation when using controlled drugs.
- Support the capacity of the host National Society and develop skills where possible.

#### Working Conditions

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

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

### Context-specific tasks responsibilities

[To be determined: Use this section to provide both, a contextual description of the emergency, and of the corresponding tasks (this will assist in managing expectations of the candidate). Avoid copying the same tasks included in the sections above, and instead focus on details about the both the setting and demands for the profile. E.g. Is this a refugee camp setting? Urban area? Will the staff be working with health personnel with limited/advanced qualifications?]

## Duties applicable to all staff

### Duties

Actively work towards the achievement of the IFRC Secretariat's goals:

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

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## Profile (position requirements)

Experience	Required	Desirable
Experience living or working in a cultural context other than their own	X	
Experience working in low-resource settings	X	
Clinical experience in managing medical, surgical adult and paediatric patients	X	
Can both deliver and supervise nursing care delivered in low-resource settings	X	

Education	Required	Desirable
Must have hands-on clinical care experience performing duties in line with the clinical ERU role (within the past 24 months) and current active registration in the country of origin (in good standing).	X	
Diploma or certificate in profiles listed above with at least 2 years' post-qualification experience	x	
IMPACT or BTC Course (provided by the Red Cross/Red Crescent)	X	
ERU management training		x
Clinical (RCEC/RCEH) ERU Training (provided by the Red Cross/Red Crescent)	X	
Other trainings: ALS, PALS, ATLS, other post registration trainings an asset		x

Knowledge & Skills	Required	Desirable
Able to leave for four to six weeks on short notice	X	
Fluent in English	X	
Working knowledge of another language than English		X
Fluent in French, Spanish or Arabic		X
Able to organize medical and surgical care in low-resource settings	X	
Valid international driving license (manual gears)		x
Competent in computer use (Windows, Microsoft Office, spreadsheets, word-processing, e-mail)	X	
Skills in training facilitation, coaching and development of staff and volunteers	X	

Core Competencies <sup>1</sup>	Tier 1	Tier 2	Tier 3
Movement context, principles and values	x		
National Society Capacity Strengthening	x		
Coordination	x		
Assessment	x		
Direction Setting and Quality Programme Management	x		
Information management	x		
Resource management	x		
Safety and security	x		
Transition and Recovery		x	
Community engagement and accountability		x	
Protection, gender and inclusion		x	
Environmental sustainability		x	
Collaboration and teamwork		x	
Conflict management		x	
Interpersonal communication		x	
Cultural awareness		x	
Judgement and decision making		x	
Motivating others		x	
Personal resilience		x	
Integrity		x	

<b>Hiring manager's name</b>	<b>Signature</b>	
<b>Job title</b>	<b>Date</b>	

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<sup>1</sup> There are four tiers of competency, each with a set of indicators. Tier definitions as per IFRC's *Core Competency Framework for Surge Personnel* (<https://ifrcgo.org/global-services/assets/docs/SURGE%20CORE%20COMPETENCY%20FRAMEWORK-A4-Final-20191210.pdf>) are: **Foundational tier:** Foundational knowledge needed to build a deployable level of competency in this area. **Tier 1:** Displays a practical understanding of effective day-to-day behaviours for this competency and able to function effectively as part of a Red Cross Red Crescent team. **Tier 2:** Displays impact for this competency by providing advice and guidance to others within a defined scope. Translates strategic decision into sectoral direction. **Tier 3:** Models the behaviours and creates an environment which enables these behaviours to be displayed. Operates at a strategic, multi-sectoral level in a response of any magnitude.