



Hope Health Action East Africa

INTERNAL AND EXTERNAL VACANCY ANNOUNCEMENT: No HHA BB.003

Date: 9 May 23

OCCUPATIONAL THERAPIST

HOPE HEALTH ACTION OVERVIEW

Hope Health Action (HHA) is a Christian NGO passionate about providing life-saving health and disability care to the world's most vulnerable without any discrimination. Founded in 2007, HHA now operates in Haiti, South Sudan and Uganda (the latter two under the umbrella of HHA East Africa).

In 2021 Hope Health Action East Africa opened the New Hope Disability Centre in BidiBidi with the focus of providing Prosthetics and Orthotics (P&O), wheelchairs, physiotherapy and occupational therapy and support for persons with disabilities in the region. The clinic is also a regional hub for the Community Based Rehabilitation (CBR) programme and a Nutrition and Agriculture Project in BidiBidi and Palorinya Refugee Settlements.

We are looking for a self-motivated and well-organized individual with previous Occupational Therapist experience to work with us in our well-established Therapy Department. You should be able to work well as part of a multi-national team, and have a passion for clinical practice and supporting the vulnerable.

HHA is a dynamic and fast-growing organization. We are committed to creating a nurturing working environment for our employees, supporting their growth and working to the highest standards so we can provide the best support to the people we serve.

SCOPE OF WORK EAST AFRICA

HHA East Africa focus is on healthcare for the most vulnerable: people with disabilities, maternal health care, nutrition support and some emergency education support.

1. **Disability care:** New Hope Rehabilitation Centre Bidibidi (including mobile clinic for other settlements especially Palorinya and Adjumani) which includes provision of wheelchairs, physiotherapy, P&O and CBR.
2. **Nutrition:** Distribution of emergency food relief, agriculture projects, Plumpy'Nut and emergency food provision.
3. **Maternal Health Care:** CRADLE project delivery (CVSA blood pressure monitoring device).
4. **Education;** occasional emergency assistance for schools in refugee settings and support for Amazing Grace School Mijale.

HHA is looking forward to filling the following vacant position in the BidiBidi Refugee Settlement in north-western Uganda.



JOB DESCRIPTION:

Job Title: Occupational Therapist

Responsible to: Physiotherapist

Responsible for: All aspects of Occupational Therapy (OT) in the Therapy Department

Location: HHA East Africa, New Hope Disability Centre, Health Centre III, Bidi Bidi Base Camp, Zone 1, Uganda.

Hours: Full time, 35 hrs/week

Overview

You will be responsible for overall coordination, management and smooth running of the OT unit working closely with the Therapy Department Manager, Programme Manager, and other Departments (Wheelchair, CBR and Mobile Clinic). This will include (but is not limited to):

- Assess patients in need of occupational therapy
- Develop treatment plan for each patient
- Provide treatment in accordance with the treatment plan and monitor progress
- Instruct patients about plan they should follow the plan at home and track progress
- Compile patient files, ensuring they are kept up-to-date
- Work with the physiotherapist, wheelchair technicians, P&O technicians, CBR Manager and Programme Manager to bring appropriate patients into care
- Ensure equipment is kept in good working order, anticipate and identify problems in a timely way
- Keep good time for appointments
- Train and supervise support staff
- Research new ways to conduct occupational therapy – particularly in conjunction with CBR workers in the community
- Update skills and knowledge by attending conferences and seminars
- Communicating with people outside the organization, representing the organization to customers, the public, government, and other external sources. This information can be exchanged in person, in writing, or by telephone or e-mail
- Providing information to supervisors, co-workers, and subordinates by telephone, in written form, e-mail, or in person
- Quality Control - Conducting tests and inspections of products, services, or processes to evaluate quality or performance.
- Any other assigned or designated duty from your supervisor or manager

This list is not exhaustive and there may be other requirements that emerge



Requirements

EDUCATION, EXPERIENCE, LICENSES AND CERTIFICATIONS

- Ordinary level education, Advanced level education will be of added advantage.
- Diploma in Occupational Therapy or equivalent is required.
- Registration with appropriate Directorate of Training and Professional Development in the Ministry of Health in Uganda.
- Hold a valid practicing license.
- 3 years of experience is required.
- Experience working with international NGOs is an added advantage.

KNOWLEDGE

- Knowledge of Occupational Therapy techniques and procedures in adults and children.
- Knowledge of disability care.
- Knowledge of professional principles, procedures and techniques.

SKILLS

- Skilled in managing, organizing and providing therapy services.
- Excellent interpersonal and communication skills.
- A good command of both written and spoken English.
- Skilled at using Microsoft Office and Google applications.

ABILITIES

- Ability to maintain confidentiality of patient information and adhere to professional code of conduct.
- Ability to treat all patients and staff with respect, without prejudice.
- Ability to provide high quality, ethical, compassionate care that places the needs of the patient first.
- Ability to maintain detailed records and create clear and concise reports.
- Ability to be flexible.
- Ability to adhere to HHA Code of Conduct.

PHYSICAL CONDITIONS

This position requires work at health facilities located in remote areas with very basic living conditions.

HOW TO APPLY:

Requirements for Uganda Nationals

- Application Letter.
- A valid National ID.
- CV, copies of academic documents.
- A letter of appointment from your previous employment.
- Recommendation letter from (professional reference, faith and a community leader).



Requirements for non-Nationals

- A valid passport.
- Work permit.
- A cover letters.
- A letter of appointment from the employing company.

All applications should be addressed to; HHA East Africa, New Hope Disability Centre, Health Centre III, Bidi Bidi Base Camp, Zone 1, Uganda.

EATeam@hopehealthaction.org

+256-784339316/+256-773462162.

Note:

- Applications sent online should have all documents attached in one PDF.
- We are based at BidiBidi Base Camp, Zone 1, Uganda.
- Hope Health Action East Africa is an equal opportunity employer, while we thank all applicants for their interest.
- Any form of lobbying will lead to automatic disqualification.

Deadline: 24th May 2023 at 5:00pm EAT