



OUTREACH COORDINATOR - GOROKA
Recruitment Information Pack

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Position Summary

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Send your Cover Letter and CV to mstpngnurse@gmail.com

Summary: Outreach Coordinator – Goroka

About the Role

MSPNG Outreach nurses provide high-quality family planning and sexual and reproductive health services, counselling, and support to clients often living in the most remote parts of PNG.

We have vacancies for Outreach Coordinator in Goroka, Eastern Highlands.

What will you be doing?

You will be the Lead and part of an Outreach team, spending up to 20 days per month on patrols in rural PNG.

A Marie Stopes PNG nurse does not just deliver clinical services. You will be conducting family planning awareness in communities. You will be responsible for managing stock, reporting on clinical quality and other clinical issues, working with a team budget, and entering data in a computer.

Some days you might be working in a local health facility. Other days, you will be working from a makeshift tent, or working with clients under torch light in the evening. You are committed to doing whatever it takes to reach our clients: travelling by road, hiking, or even flying or traveling in a banana boat.

What are we looking for?

You are a registered clinician – nursing officer, CHW, HEO or mid-wife. You enjoy working hard, and enjoy working in a small team. You understand that our clients are at the centre of everything we do. You have a sense of adventure, and a sense of humour. You are ambitious. You are committed to learning and your own professional development.

You may have experience with family planning, but this is not essential, as we provide full training. Experience in managing and motivating small teams is desirable.

Key Information in Brief

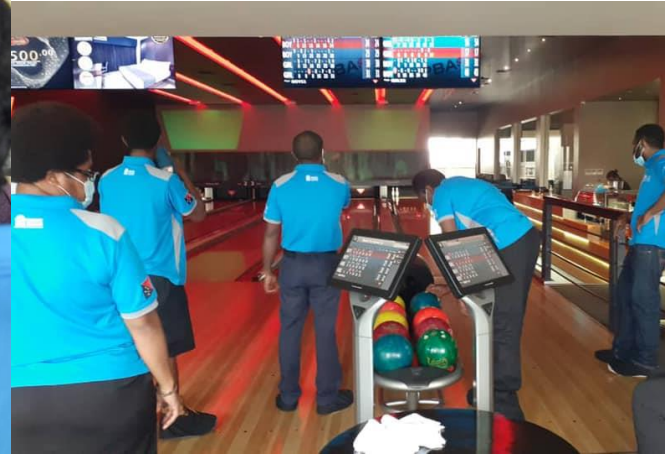
Applications Due
Friday, 4th February 2022

Base Salary
PGK25,000 – PGK35,000 pa

Other Benefits
Housing Allowance
Potential performance bonus
Telephone & Laptop
Full uniform

Required Qualifications
Registered Nurse; Mid-wife; CHW; HEO

Required Experience
1-3 years, experience in managing small teams is desirable



"If you empower a woman or a girl, then you've empowered a home, you've empowered a country and you've empowered the world"



About MSI and MSPNG

We're not your average NGO, and we're proud of it.

Our 'social business' approach means that you'll find the culture fast-paced, professional and focused on results.

Our team members come from a wide range of sectors but they are all passionate, focused, intelligent, high-achieving and talented. What unites us all is an absolute dedication to delivering our mission.

Our global partnership

MSPNG is a part of the MSI Reproductive Choices global partnership. MSI operates in 37 countries, employs approximately 10,000 staff, and every day serves more than 28,000 users of contraception across the globe.

Every day our team members around the world focus on one aim: delivering contraception services to women (and men) who need them. It is thanks to their passion and dedication that so many millions will be able to have children by choice, not chance.

Our Work in PNG

We are PNG's largest provider of family planning and sexual and reproductive health services.

We have clinics in Lae and Port Moresby; mobile outreach teams based in Central, Hela, Morobe, Western Highlands, and Western Province; hospital nurses in Daru, Goroka, Kavieng, Kimbe, Kiunga, Kundiawa, Lae, Madang, Mt Hagen, Port Moresby, Rabaul, Vanimo and Wabag; and we support health workers throughout the country through the National Family Planning Training Program.



Our Recruitment Process

Like so many things about MSPNG, our recruitment process is different. We don't just short-list CVs and call you for an interview. We recognise that interviews don't always give you an opportunity to shine. We want to get to know you, and we want you to get to know us. Here's what you can expect, and what we expect:

1. Applications Due Friday, 4th February 2022

You should send us a cover letter of no more than 2 pages, and a CV of no more than 3 pages. Do not send us copies of qualifications, certificates, awards and references. We will ask to see these later. Your application should be carefully written, and address the skills and experiences we are looking for.

Send your Cover Letter and CV to mspngnurse@gmail.com

2. Shortlisting

When we read your cover letter and CV, we are interested in whether you have the skills and experiences we are looking for. If you are short-listed, we will contact you to attend our interview day.

3. Interview Day

Our interview day is what makes our recruitment process stand out. It begins with all short-listed candidates joining a recruitment presentation by our Country Director where you can learn more about MSPNG, and begin to assess whether we fit with your career goals and aspirations. The presentation is followed by a group problem solving exercise, written responses to some questions, and an interview with members of the MSPNG team. You will have plenty of opportunities to ask questions and learn more about what we do.

4. Selection

A selection committee will assess the outcomes of the recruitment day, and select a preferred candidate.

For our preferred candidate, we will do reference checks and a police check, and will send a letter of offer. Once that is accepted, a contract is drawn up and you commence the process of joining MSPNG. We will contact all participants from the interview day and advise you of the outcome of the process.



Position Requirements

Qualifications

- Appropriate qualifications for registration as a nursing officer, CHW, HEO or mid-wife.

Knowledge and Experience, Skills and Attitude

- A strong commitment to delivering high quality clinical services (essential).
- Excellent ability to write and speak English and Pidgin (essential).
- Confidence and ability to discuss issues surrounding sexuality and reproductive health with male and female clients of all ages (essential).
- Excellent record keeping and time management.
- Computer literate (ability to effectively enter and maintain client records through an electronic database).

Personal Skills and Attitudes

- A sense of humour, and the ability to remain calm in a pressured environment.
- Sensitivity to individual client needs.
- Outstanding communications skills, including active listening and strong questioning techniques.
- Friendly, helpful, warm and caring manner.
- Willingness to undertake a variety of 'non-nursing' duties.
- Willingness to participate in the training and orientation of others.
- Keen to learn new updated information, skills and ideas.
- Punctual.