



Employment Opportunities

Background:

The Infectious Diseases Institute (IDI) is a Ugandan not-for-profit organisation whose mission is to strengthen health systems in Africa, with strong emphasis on infectious diseases, through research and capacity development. IDI has five operational areas through which it works to achieve its mission: Prevention, Care and Treatment; Training, Research, Laboratory services (including the CAP-certified IDI Core Lab) and Outreach.

The Institute is partnering with the MAT program With PEPFAR-CDC funding, the IDI Kampala region HIV project has been mandated to set up a medically assisted therapy (MAT) centre at Butabika National Referral Hospital to provide drug treatment services for Persons Who Inject with drugs (PWIDs). MAT being a new intervention in the country.

In order to contribute to achievement of the above objectives, IDI wishes to recruit motivated and competent individuals to fill the vacancies below on a full-time basis;

Job Title	: Nurse
Vacancy Code	: NMATX01
Classification	: Full time
Reporting line	: Senior Public Health Nursing Officer & Consultant Psychiatrist
Duty station	: Alcohol & Drugs Unit, Butabika National Mental Hospital

Job Summary:

Providing nursing and psychological care, treatment and follow-up of patients, according to clinicians' prescriptions, protocols applied in service and universal hygiene standards/precautions, in order to ensure the quality and continuity of care for People who use drugs in the MAT clinic. This position requires a person with who is empathetic, has a non-judgmental attitude, exhibits team work, has behavioural flexibility, and good at stress management.

Role and Responsibilities

- Carry out care and treatments according to medical prescriptions, and assisting during consultations, and other medical procedures.
- Assess patients for any emergency conditions and providing emergency first-aid services with support from clinicians.
- Assess patients for MAT readiness and notify clinicians on critical medical issues
Assist clinicians in dose monitoring of clients undergoing MAT induction and stabilization
- Actively promote the availability of counseling services and carry out individual or in-group counseling, basic psycho educational sessions, to patients and their families, in order to alleviate their psychosocial difficulties
- Referring patients to other healthcare professionals where appropriate

Main locations:



- Identify psychosocial, welfare and administrative needs of patients and refer as appropriate
- Any additional duties given by the supervisor

Qualification requirements

- Diploma in Nursing
- Should be registered with the Uganda Nurses and Midwives Council
- Experience in working with People who use/inject drugs
- Experience in providing therapeutic treatments to clients who experience a wide variety of symptoms of emotional, social, vocational, educational and health-related nature

Job Title	: Medical Officer
Vacancy Code	: MOMATX01
Classification	: Full time
Reporting line	: Medical Officer Special Grade (Psychiatry) & Consultant Psychiatrist
Duty station	: Alcohol & Drugs Unit, Butabika National Mental Hospital

Job Summary:

Providing medical consultations and treatment to patients and families attending MAT services in line with set MOH protocols, procedures and the universal hygiene standards. This position requires a person with who is empathetic, has a non-judgmental attitude, exhibits team work, has behavioural flexibility, and good at stress management.

Role and Responsibilities

- Provide routine basic health care with appropriate referral for services as needed
- Work closely with clinicians and psychiatrists to identify and provide treatment for People Who Use Drugs (PWUD) according to MoH-MAT guidelines.
- In collaboration with the psychiatrists, provide training and supervision to other medical staff on diagnosis and treatment of mental health disorders.
- Assess patients substance abuse disorders and confirm their eligibility for initiation to MAT.
- Prescribe suitable doses of methadone at the induction and maintenance phases of therapy.
- Conduct regular client review and monitoring to support dose adjustments and methadone cessation where applicable.

Main locations:



- Support documentation, data collection and routine reporting of MAT programme activities through standard systems.
- Promote and provide preventive interventions to address common morbidities including Hepatitis B and C, HIV and TB.
- Any other additional duties as given by the supervisor

Qualification requirements

- Bachelor of medicine and Bachelor of surgery (MBChB)
- Registered with the Uganda Medical and Dental Practitioners' Council
- Previous experience working with PWUD, HIV/TB and NCD management is an added advantage

Job Title	: Psychiatric Clinical Officer
Vacancy Code	: PCOMATX01
Classification	: Full time
Reporting line	: Senior Psychiatric Clinical Officer & Consultant Psychiatrist
Duty station	: Alcohol & Drugs Unit, Butabika National Mental Hospital

Job Summary:

Providing medical consultations and treatment to patients and families attending MAT services in line with set MOH protocols, procedures and the universal hygiene standards. This position requires a person with who is empathetic, has a non-judgmental attitude, exhibits team work, has behavioural flexibility, and good at stress management.

Role and Responsibilities

- Provide routine basic health care with appropriate referral for services as needed
- Work closely with clinicians and psychiatrists to identify and provide treatment for People Who Use Drugs (PWUD) according to MoH-MAT guidelines.
- In collaboration with the psychiatrists, provide training and supervision to other medical staff on diagnosis and treatment of mental health disorders.
- Assess patients substance abuse disorders and confirm their eligibility for initiation to MAT.
- Prescribe suitable doses of methadone at the induction and maintenance phases of therapy.
- Conduct regular client review and monitoring to support dose adjustments and methadone cessation where applicable.

Main locations:



- Support documentation, data collection and routine reporting of MAT programme activities through standard systems.
- Promote and provide preventive interventions to address common morbidities including Hepatitis B and C, HIV and TB.
- Any other additional duties as given by the supervisor

Qualification requirements

- Diploma in clinical medicine
- Higher diploma in mental Health and psychiatry
- Registered with the Allied Health Professional Council
- Previous experience in working with PWUD, HIV/TB and NCD management

Job Title : Pharmacist
Vacancy Code : PMATX01
Classification : Full time
Reporting line : Senior Pharmacist & Consultant Psychiatrist
Duty station : Alcohol & Drugs Unit, Butabika National Mental Hospital

Job Summary:

Provide technical oversight for the dispensing, logistics and supply chain processes in accordance with MOH-MAT standards, protocols and procedures, in order to ensure safety of patients. This position requires a person with who is empathetic, has a non-judgmental attitude, exhibits team work, has behavioural flexibility, and good at stress management.

Role and Responsibilities

- Guide and oversee the whole supply chain system to support patient medical needs at all times.
- Support handling and storage of medical commodities in line with standard inventory management practices.
- Ensure steady availability of drugs and medical supplies in collaboration with respective national warehouses
- Maintain pharmaceutical management guidelines (as provided) for the MAT clinic
- Supervise the supply of drugs to patients, and participate in patient education and counseling to ensure safety and efficacy of prescribed drugs.
- Dispense methadone and other medication as per the national guidelines.

Main locations:



- Conduct pharmacovigilance activities to ensure timely detection and management of adverse side effects.
- Train MAT center staff to build competences in handling and dispensing of drugs.
- Any other duties given by the supervisor

Qualification requirements

- Bachelor's Degree in Pharmacy
- At least 2 years certified work experience as a pharmacist
- Must be registered with the Pharmaceutical Society of Uganda.
- Must have an Annual Practicing Certificate.

Job Title	: Clinical Psychologist
Vacancy Code	: CPMATX01
Classification	: Full time
Reporting line	: Senior Clinical psychologist & Consultant Psychiatrist
Duty station	: Alcohol and Drugs unit, Butabika National Mental Hospital

Job Summary:

Continuously assess clients' psycho-social challenges, and lead development of individualized solutions to address the emotional, social and behavioral barriers to patient treatment/therapy. This position requires a person with who is empathetic, has a non-judgmental attitude, exhibits team work, has behavioural flexibility, and good at stress management.

Role and Responsibilities

- Conduct routine psychological assessment of clients attending MAT services.
- Through observation, interviews and tests, diagnose and manage any existing or potential disorders (emotional, mental and behavioral)
- Lead formulation, execution and monitoring of psychological plans for all patients at the MAT center
- Provide counseling services and basic psycho educational sessions to patients and their families in order to alleviate identified psychosocial difficulties.
- Identify psychosocial, welfare and administrative needs of patients and refer as appropriate
- Provide management oversight for the teams involved in provision of psychotherapy for MAT clients

Main locations:



- Any other duties assigned by the supervisor from time to time.

Qualification Requirements

- Degree in Psychology or its equivalent from a recognized institution.
- Experience working with People who use drugs
- Experience in providing therapeutic treatments to clients who experience a wide variety of symptoms of emotional, social, and health-related nature

Job Title	: Social Worker
Vacancy Code	: SWMATX01
Classification	: Full time
Reporting line	: Senior Medical Social Worker & Consultant Psychiatrist
Duty station	: Alcohol and Drugs Unit, Butabika National Mental Hospital

Job Summary:

The social worker is primarily responsible for assessing and addressing the individual clients' social and socio-economic barriers in order to maximize his/her adherence to treatment and to improve his/her psychosocial well-being. This position requires a person with who is empathetic, has a non-judgmental attitude, exhibits team work, has behavioural flexibility, and good at stress management.

Role and responsibilities

- Continuously identify social needs of MAT patients and provide appropriate psychosocial support, social care and emotional therapy.
- Refer clients to other social actors, as necessary, in order to improve their MAT adherence and quality of living.
- Contact clients and liaise with peer educators for client follow-up of MAT clients at community level
- Mapping and regular update of social partners, local authorities, other NGOs, and governmental social services in order to improve social services scope and responsiveness.
- Participate in trainings, supervisions, and support as necessary in sensitization for MAT staff or external partners about addiction/mental health /psychosocial issues.
- Participating in planning, budgeting, directing, coordinating, monitoring and evaluating social work activities in the Hospital.
- Any other duties given by the supervisor.

Main locations:



Qualification Requirements

- A Bachelor's Degree in Social work and Social Administration (SWASA) from a recognized Institution
- Minimum 2 years' experience in social work
- Experience working with drug users or other populations at risk

Job Title : Records Officer
Vacancy Code : ROMATX01
Classification : Full time
Reporting line : Senior Records Officer and Consultant Psychiatrist
Duty station : Alcohol & Drug Unit, Butabika National Mental Hospital

Job Summary:

Ensure completion of all activities related to medical data entry and data management into facility registers, and the program's database.

Roles and responsibilities

- Open new files for the patients to be inducted into the program.
- Retrieving files for patients during appointments.
- Book appointments for patients
- Maintain patients records in the relevant facility registers.
- Ensure documentation and accuracy of the medical data entered into the databases on a regular basis
- Conduct data quality assessments to ensure accuracy, completeness and reliability.
- Compile and submit weekly, monthly, and quarterly reports.
- Participate in trainings, supervisions, and support as necessary for MAT staff or external partners.
- Any other duties given by the supervisor.

Qualification Requirements

- Bachelor's Degree in Library and Information Science from a recognized Institution
- Minimum 3 years of M&E management in a health facility setting

Main locations:



- Experience working with drug users or other populations at risk
- Computer literacy, and competencies in working with Microsoft office packages

How to apply;

Candidates that meet the above criteria and have what it takes to excel in these positions should send their CVs, including details of email address, present position, current remuneration, Certificate/testimonials and address of three (3) Referees plus telephone contact to the stipulated email address not later than **13th February, 2020**. **Email your application and CV to hr@idi.co.ug**

Key Notes:

1. *IDI is an equal opportunity employer and does not charge a recruitment fee or any other fees at any stage of the recruitment process*
2. *Internal candidates who meet the required specifications and have worked with IDI for a period of at least one year will be given priority.*
3. *Make sure that your application letter, CV and certificates are attached as one document*
4. *Indicate the Vacancy Code as the subject line of your email*
5. *Please note that if you DO NOT indicate the vacancy code as instructed above, your application will not be considered*
6. *Any form of canvassing will lead to automatic disqualification.*
7. *Only shortlisted candidates will be contacted.*

The Senior Human Resource Manager

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Main locations: