JOB DESCRIPTION – SENIOR CLINICAL PHYSICIAN / CHIEF OF SERVICE

Job Title: Senior Staff Internist / Chief of Medicine  
Reports to: Chief Medical Officer  
Location: Kigutu, Burundi

Background

Village Health Works (VHW) is a joint American-Burundian NGO based in Kigutu, Bururi Province whose mission is to provide quality, compassionate health care in a dignified environment while treating the root causes of illness, poverty, violence, and neglect in collaboration with those we serve. VHW’s approach integrates clinical services with education, food security, economic development, environmental protection, music and the arts.

Currently VHW operates a comprehensive health clinic with a 60-bed inpatient hospital, which provides basic adult and pediatric non-operative inpatient services including treatment of malnutrition and performs uncomplicated obstetrical deliveries. These services are administered by our staff of generalist physicians under the supervision of our Medical Director and Chief Medical Officer.

Village Health Works has embarked on an ambitious project to build a state of the art 150-Bed Hospital with 4 operating rooms that will be a foundation for educational, training and research programs. The facility will provide comprehensive medical care focusing on establishing surgical and obstetrical services in the region and developing the capacity to provide specialty clinical services not available in Burundi. Projected clinical opening for this facility is the summer of 2022.

Integral to the success of this project is the high-quality functioning of our Department of Medicine whose services will provide comprehensive inpatient care for a variety of medical pathologies with particular emphasis on infectious and neglected non-communicable diseases. At the outset this facility will focus on providing Emergency Obstetrical Care and Essential and Emergency Surgery and critical care to adults and children. Therefore, the candidate must have a high degree of skill and comfort with general medicine, emergency conditions and critical care.
Position Overview

As the leader of Village Health Works Pediatrics services, the Chief of Medicine (Senior Staff Internist) will be engaged in work spanning clinical, educational, and administrative domains. They will be responsible for enthusiastically serving our community through the delivery of high quality of clinical care, providing training and education focused on excellence and maintaining efficient and cost-effective pediatric services.

Liaises with: Chief Medical Officer, Chiefs of Services (Including: Obstetrics and Gynecology, Internal Medicine and Surgery), Ancillary Service Chiefs (Including: Pharmacy, Laboratory, Radiology, Biomedical Engineering, Sterilization), Chief Financial Officer, Head of Information Technologies, Head of Procurement.

Qualifications

- 5 years clinical experience in Internal Medicine with emphasis on inpatient care
- Critical Care experience preferred
- Experience with quality assurance and monitoring and evaluation frameworks
- Experience in resource poor settings
- Demonstrated Leadership qualities
- Fluency in English is required and fluency in French is preferred

Duties and Responsibilities

Clinical

Domain 1 – Clinical Care
1. Ensure that all medical patients are evaluated and treated promptly.
2. Ensure that clinical plans are effectively and clearly communicated to care team and patient.
3. Facilitate engagement with clinicians when appropriate and necessary.
4. Engage in continual and ongoing maintenance of skills and certifications.

Domain 2 – Clinical Staff Management
1. Coordinate the continual coverage of all patients requiring medical care at all times, which includes the creation of on call systems and schedules.
2. Regular review and evaluation of internal medicine staff including written evaluations and feedback sessions.
3. Recruit and hire internal medicine staff, as necessary.
4. Develop and execute strategic plan for delivering and expanding inpatient medical services.

Domain 3 – Documentation
1. Ensure daily clinical documentation of care for all patients under department care and review for quality.
2. Ensure the documentation of patient consent when needed for non-surgical procedures.
3. Work with IT and EMR team to facilitate accurate and timely documentation.
Domain 4 – Quality
1. Ensure regular morbidity and mortality review for medical services.
2. Monitor indicators of quality for pediatric services on a regular basis.

Education
1. Provide appropriate educational experience for core clinical team.
2. Execute a curriculum (created or adapted) covering topics in internal medicine which includes basic science and the evaluation and application of up-to-date guidelines and research for staff and medical students.
3. Provide additional skills training to staff for non-surgical procedures.
4. Engage with medical education for rotating medical students and trainees.
5. Develop and execute strategic plan to create a post-graduate internal medicine training program based at VHW.

Administrative
1. Work with clinical leadership to achieve strategic goals.
2. Engage with Financial team to create annual budget requests for financial resources needed for inpatient medical services.
3. Engage with finance and procurement for all internal medicine related capital purchases.
4. Engage with finance and procurement to ensure consistent and reliable supply of essential consumable items.
5. Engage with Biomedical Engineering team to ensure functionality of necessary equipment.
6. Engage with Development team to aid in fund raising when necessary.

Salary and Benefits

Competitive salary, commensurate with experience.

How to apply:

Qualified candidates are encouraged to submit a CV and a thoughtful cover letter describing your experience and how it applies to this position along with 3 professional references to: physicianjobs@villagehealthworks.org and tmcintyre@villagehealthworks.org. Please include “Senior Staff Internist / Chief of Medicine” in the subject line of your email. Submissions should be in English.

Village Health Works considers all applicants on the basis of merit without regard to race, color, religion, gender, gender, age, national origin, disability, marital status, sexual orientation, veteran or military status.