

## JOB DESCRIPTION

### Medical Team Leader

Job Information	
Job Title	Medical Team Leader (MTL)
Department and Team	Medical
Location	63-67 Newington Causeway, London SE1 6BD
Working Hours	4 days per week (flexible), 9am-5pm
Salary	£65,000 pro rata per annum

Position in the Organisation	
Accountable to	Director of Health Services
Responsible for	Medical Team
Works in conjunction with	Other Clinical Team Leaders, clinical team members and support staff

#### Overall purpose of job

Responsible for ensuring that the Medical Team deliver high-quality health care defined as excellent in patient safety, clinical effectiveness and patient experience.

In addition the Medical Team Leader is expected to take part in the delivery of Medical Team services including clinical consultations and providing out of hours telephone advice as part of the team.

The Medical Team is currently a small unit (2.3 FTE) and the demand for medical services fluctuates as a result of seasonal variation and the unpredictable nature of international humanitarian crises. Therefore the balance between the management and direct service delivery components of the role will vary but it is envisaged that overall it will work out as 3 days clinical duties to 1 day management.

As one of the four Clinical Team Leaders (CTL's), the Medical Team Leader will have an important role in safeguarding the ethos and values of InterHealth as an organisation, ensuring that the delivery of medical services is carried out in accordance with these values.

#### Summary of main responsibilities

- Ensuring the clinical quality and development of Medical Team services in line with InterHealth's ethos and values
- Delivery of clinical services as one of the Medical Team
- Representing InterHealth externally to client organisations within the governmental, non-governmental and mission sectors.

## Key Responsibilities and Tasks

### 1. Development of Medical Team services

- Take the lead in facilitating the delivery of high quality medical services in line with InterHealth's strategic business plan and its ethos & values
- In conjunction with the Director of Health Services assess trends in the health care needs of InterHealth's clients in order that new and existing medical services can be effectively developed in line with InterHealth's ethos and strategic development plans.
- Liaise with InterHealth's Clinical Director for East & Central Africa and the Medical Team based in Nairobi to provide support and to ensure consistency of approach and delivery across the two sites
- Participate in the wider management group along with the other Clinical Team Leaders to contribute to InterHealth's overall organisational health & development.
- Contribute to the operation and running of any research projects where appropriate by providing clinical advice on the relevance of research projects and attending any research team meetings

### 2. Delivery of Medical Team services

- Conduct face-to-face medical consultations and provide clinical advice and support to individual clients remotely through email & telephone/Skype as required
- Carry out paper based screening services e.g. Adult Health Screening (AHS) & Short Term Screening (STS) for complex cases as part of the Medical Team
- Provide cover for the out of hours telephone advice along with other members of the Medical Team

### 3. Represent InterHealth externally

- Liaise with InterHealth's clients within the Mission & Humanitarian Aid sectors to ensure our services are developing to meet their needs and to deal with any issues & concerns related to the delivery of the medical services as they arise.
- Provide clinical input into regular client review meetings and for new business development opportunities where time allows
- Other tasks appropriate to the post, which may be allocated from time to time after prior discussion with the line manager

## Medical Team Leader - Person Specification

The post of Medical Team Leader involves operational management and development of InterHealth's medical services in accordance with its ethos and core values as well as carrying out clinical duties as part of the Medical Team.

The following are considered essential or desirable for this post:

	Essential	Desirable
<b>Skills and Knowledge</b>	<p>A medical qualification (MB BS, MBBChir or equivalent)</p> <p>Registration with the GMC to practice medicine in the UK</p> <p>One or more of the following post-graduate qualifications - Dip Occ Medicine, MSc Travel Medicine, Dip Travel Medicine, DTM&amp;H, MRCGP, MRCP</p> <p>An understanding of the particular issues faced by individuals and families working for mission and humanitarian aid agencies in resource-poor settings overseas</p> <p>Good IT skills: use of email, internet, Patient Management Systems &amp; Microsoft software</p>	<p>Excellent written and verbal communication skills with the ability to influence and motivate others</p>
<b>Experience</b>	<p>At least 3 years post-graduate experience in Occupational Health, Travel Medicine, General Practice or other relevant speciality</p> <p>Recent management responsibility within a healthcare setting with experience in managing clinical staff and clinical governance</p> <p>Experience of living, working or travelling in resource-poor countries</p>	<p>Experience in bringing about significant change in the delivery of a particular service or project</p> <p>International clinical experience in travel and/or global health within the humanitarian aid or mission sector</p> <p>Experience in the development of electronic Patient Management Systems</p>
<b>Values and style</b>	<p>Clear commitment to InterHealth's mission &amp; core values and motivated by Christian beliefs and humanitarian ideals</p> <p>Passionate about delivering high standards of clinical care and the pursuit of excellence</p>	<p>Interest in and/or commitment to humanitarian and mission sectors</p> <p>Friendly outgoing manner with ability to empathise with InterHealth's wide range of clients</p>

	Personal energy and drive with the ability to work under pressure	Collaborative and inclusive style of working
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