

# Physiotherapy Activity Manager M/W

## Main Purpose

- Follow and continue the implementation of psychomotor activity and physiotherapy development in Haydan project.
- Manage physiotherapy department. Accompany technically and administratively the team.
- Continue pediatric training for national physiotherapists and support other staff training on motor stimulation.
- Ensure the quality of care with the local team to maintain, improve or rehabilitate the patient's physical well-being and prevent physical handicaps.
- Ensure MSF rehabilitation protocols implementation and development (provision and organization of care...)
- Support and monitor all activities in Haydan project related to physical rehabilitation.
- Record, analyze and report data and physiotherapy activity.

## Mission

### Accountabilities

- Ensure the technical quality of the physiotherapy activities and the individualized "hands-on" therapy.
- Ensure patient's file filing and preserve patient's data traceability. (Adapted assessment and notes filing)
- Maintain data collection tools (clinical forms, activity statistics) and provide monthly (both qualitative and quantitative) data analysis to show the progress of activities within the Physiotherapy department, in collaboration with the Physiotherapist. Provide monthly activity reports to PMR.
- Coordinate all physiotherapy needs and ensuring the integration of the PT department within the MSF medical team. Attend medical morning meetings, medical meeting, daily rounds and clinics as designated by the Medical Referent.
- In collaboration with MedRef, create and maintain contacts/networks with NGOs and other relevant organizations involved in physiotherapy.
- Where needed, provide training of any kind (theoretical, on the job, etc.) related to physiotherapy and draft physiotherapy protocols to be validated by the HQ medical department if needed.
- Identify his/her team's needs, monitor and provide support in terms of but not limited to, training, organization of the physiotherapy activities, therapy and documentation.
- Cover the physiotherapist gap when necessary.
- Plan and supervise, with support of the HR department, the associated HR processes (recruitment, training/induction, evaluation, potential detection, motivation, development and internal communication) of his his/her team in order to ensure having the appropriate team in terms of size, capabilities and skills.
- Participation of recruitment and training of additional Daily Workers in order to ensure in the absence of the national Physiotherapist a suitable replacement is available.
- Take care of physiotherapy equipment, managing the stock, making orders to ensure continuous availability and quality of service.
- Produce a complete end of mission and update handover report.

### MSF Section/Context Specific Accountabilities

MSF Haydan Project is supporting Haydan Hospital since 2016.

Haydan Hospital has a 60 beds capacity including: Surgical IPD, Pediatric IPD, ITFC and Neonatal Unit, Isolation, Maternity, Emergency Room and OT.

The physio activity was established at the end of 2021 with its main objectives on Orthopedic/Traumatology, Burn cases and Chest Physiotherapy. Physios deliver sessions in IPD and OPD to follow hospitalized patients and patients with direct prescription from OPD doctors.

The 2024 medico-operational orientation toward mother & child and NCD activities drives changes in rehabilitation. In this context, we are developing psychomotor activity for children with neurological condition or developmental delay in context of malnutrition. Other physiotherapy development might occur in the future.

Physio department: 2 National Physiotherapist.

### SPECIFIC OBJECTIVES

- Follow-up psychomotor activity implementation (neuromotor early intervention)
- Develop pediatric physiotherapy programs (from birth to 6/7 years old)
- Train caretakers and staff on babies/child stimulation / advice to create preventive behaviors.
- Work on follow-up strategies / pathways and ambulatory care for pediatric patients with neurodevelopmental delay or neurological impairment.
- Explore potential need and development in physiotherapy in other categories of care (Chronic disease, woman's health).
- Ensure implementations of specific assessments and tools in pediatric rehab care.
- Communicate with Technical referent for advices and support and main rehabilitation strategy, keeping direct line manager in the loop.

## **Professional skills**

### **Education**

- Advanced degree in physiotherapy essential

### **Experience**

- At least 3 years' experience in the field of physiotherapy in pediatric rehabilitation
- Experience with MSF or similar organization in the field is an asset.
- Experience in team management and training is an asset.

### **Languages**

- English essential

### **Knowledge**

- Essential computer literacy (word, excel and internet)

## **Required qualities**

### **Competencies**

- People Management and Development
- Commitment to MSF principles
- Behavioural Flexibility
- Results and Quality Orientation
- Teamwork and Cooperation

## **Specifics of the position**

### **Terms of employment:**

**Level :** 10

**Work location:** Yemen

**Start Date :** January 01, 2024

**Type of Contract :** Fixed-term contract

**Deadline for submitting applications :** 27/11/2023