



PEACE CORPS BOTSWANA

Peace Corps Contractor (PSC) Medical Officer Back-Up

OPEN TO: Qualified Botswana Nationals and Residents
POSITION: Peace Corps Medical Officer (Medical Doctor) Back-Up
OPENING DATE: March 5, 2018
CLOSING DATE: March 19, 2018
WORK HOURS: Whenever needed Holidays and after hours work as needed.
REMUNERATION: BWP 250.00 per hour for actual services rendered.
BWP 100.00 per hour to hold Duty phone (works to about 24 hours per day)

The services to be performed under this contract will be subject to the ultimate responsibility and authority of the Peace Corps Country Director, who is responsible for all Peace Corps activities in the host country.

Background

Since re-opening in 2002, Peace Corps Botswana has worked to support the Government of Botswana in addressing its HIV/AIDS epidemic, in cooperation with the Ministries of Local Government, Education, and Health, in addition to National AIDS Coordinating Agency. To date, the program has worked in District AIDS Coordinators' Offices; with clinics, District Health Teams, and Social and Community Development Offices; with Non-governmental and Community-Based Organizations, and in the schools to implement a Life Skills curriculum. Nearly 400 Volunteers are serving or have served since the re-opening of Peace Corps in Botswana.

Peace Corps is increasing the number of Volunteers serving in Botswana and therefore needs to add to its qualified professional staff contractors to train and manage those Volunteers throughout their two or more years of service. We will continue to place Volunteers in the above-mentioned sites but may also add Volunteers serving in other areas in order to address development issues related to the HIV/AIDS epidemic in Botswana. This might include food security, including nutrition, youth development, business training for small enterprise, or other areas.

Objective

The United States Peace Corps seeks a Medical Doctor to serve as a contracted Peace Corps Medical Officer (PCMO) based in Gaborone, Botswana. The PCMO will provide health care to U.S. Peace Corps Volunteers in Botswana and will work under the supervision of the Peace Corps Country Director in Botswana and the Peace Corps Office of Medical Services in Washington DC.

Duties include:

- Routine primary health care to Peace Corps trainees and Volunteers including treatment of common illnesses and injuries in accordance with Peace Corps medical guidelines
- Individual short-term counseling on disease prevention, adjustment issues, stress management and cross-cultural problems
- Response to emergency medical situations
- Member of Senior Peace Corps staff in Botswana)
- Design and presentation of health training sessions
- Site visits to Peace Corps Volunteers throughout (Botswana)
- Administrative tasks of the medical office including budget management and procurement
- Inventory of medical supplies and equipment

- Alternate 24 hour on- call duty with the other PCMO

Qualifications and Requirements:

- Graduate of accredited school
MDs must be a graduate of a school listed in this link, Foundation for Advancement of International Medical Education and Research <http://www.faimer.org/resources/imed.html>
- Current license to practice
- At least 3 years experience in a professional practice, hospital or clinic setting
- Ability to communicate effectively in oral /written English
- Experience in managing mental health issues including counseling of patients
- Experience in training design and presentation of health related material
- Working knowledge of Microsoft Word, Excel, , Outlook
- Ability to work effectively as part of an intercultural team
- Hardworking, reliable and diligent with good inter-personal skills
- Willing to travel to sites in Botswana
- Ability to work with minimal supervision

Interested applicants for this position must submit the following or the application will not be considered:

1. A completed PCMO Application form, a completed PCMO applicant skills survey, a completed Privileging form. The applicant must complete this request for privileges depending on their professional qualifications.
2. A resume or C.V. that includes:
 - Professional positions held, identifying duties, responsibilities, dates of employment and reason for leaving
 - Education and training, identifying universities attended, dates of attendance, degrees and diplomas.
 - Professional licenses, certificates, registrations
 - An accounting for periods of unemployment longer than three months

Three professional medical references, with at least two being from medical colleagues who have directly observed the applicant in a clinical setting one of whom was your immediate supervisor for the longest period during the past five years.

3. Photocopies of:
 - Academic diplomas.** Please note, in addition to a copy of the academic diploma, the applicant must submit an official academic transcript and curriculum.
 - Professional licenses.** If the license does not have an expiration date, written confirmation must be submitted directly from the issuing authority. Please note, if a license is not required, rather, the medical diploma is the license to practice, written confirmation, issued directly from the professional medical board, Ministry of Health or other appropriate regulatory authority establishing that the candidate is properly credentialed for medical practice, is required.
 - Certificates** of all post graduate training, internships, residencies, fellowships
 - Professional registrations**
4. A cover letter
5. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.
6. The candidate should also provide the following:
 - a. Date of birth
 - b. Place of birth
 - c. Citizenship
 - d. Passport number
 - e. Passport issue date

f. Passport expiration date

All documents must be in English. Official translation is not required.

Logistics

The majority of work will be performed in Gaborone at the Peace Corps office with approximately two weeks or more of travel in Botswana and possibly internationally. When traveling in Botswana, work is conducted in vehicles, on laptops, and in hotel rooms. The PCMO may have to stay in very simple lodges and hotels, and share rooms with colleagues when necessary.

Level of Effort

Regular work hours for Peace Corps Botswana are 0730 – 1700 Monday through Thursday, and 0730 – 1330 Fridays. Staff may be required to work longer hours, weekends, or holidays during Volunteer training periods and site visit travel throughout Botswana to accomplish the tasks required.

APPLICATION PROCESS

Individuals meeting the minimum qualifications should submit a cover letter highlighting motivation and qualifications for this position and detailed CV to: U.S. Peace Corps, Kgale Mews Unit 115, P/Bag 00243, Gaborone, Attn: Director of Management and Operations or via email recruitments@bw.peacecorps.gov.

Or

Hand Deliveries*

Attention: Director of Management and Operations
Peace Corps/ Botswana
Gaborone International Finance Park
Kgale Mews, Plot 115, Unit 15
Gaborone, Botswana

**Hand deliveries must be made during office hours:*

Monday – Thursday 7:30 am – 5:00 pm

Friday 7:30 am – 12:00 noon

The United States Peace Corps is an Equal Opportunity Employer.