

MATERNAL HEALTH EDUCATION MANAGER



JOB DESCRIPTION

JUNE 2023

Employer:	Adara Development (Australia)
Location:	Sydney, Australia
Employment status:	Full-time, permanent role (Would also consider 0.8 or 0.9 FTE)
Award:	Social, Community, Home Care and Disability Services (SCHADs)
Reports to:	Global Health Director (Seattle-based)
Direct reports:	None

OVERALL JOB GOAL

To develop context appropriate maternal and newborn training materials and provide clinical support for low resource settings with the goal of reducing maternal and newborn morbidity and mortality.

KEY RESPONSIBILITIES

The key objectives of the Maternal Health Education Manager role are as follows:

- **Develop training and education materials for AdaraNewborn, a programme to reduce maternal and newborn mortality in Africa**
 - Plan and manage the development of maternal training materials for a low-resource setting, including the antenatal, intrapartum, and postnatal periods.
 - Collaborate with the US and Uganda clinical teams to develop and implement the training plans and materials.
 - Develop, review and update clinical policies and guidelines.
 - Maintain awareness of international and Ugandan guidance on maternal health, and ensure key messages are communicated to clinical team.
 - Ensure all materials align with national and global guidelines, including the relevant Ministry of Health and World Health Organization.
 - Ensure all materials are best practice, evidence-based, and follow adult learning principles.
- **As needed, provide clinical support for Adara's programmes**
 - Respond to requests for clinical research or support from Adara's teams in Nepal and Uganda.
 - Respond to requests for reviewing documents and materials for clinical accuracy.
 - Collaborate with the monitoring and evaluation team to integrate research results into existing clinical programmes.
 - Provide administrative support for projects including reporting, budget development and review, and project management.
 - Act as a clinical advisor for Adara's programmes.
 - Assist the global health team to identify and mitigate potential risks in our clinical programmes.
- **Work collaboratively with Adara's Global Health Team**
 - Provide the Global Health Director with regular updates.

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- Participate in team meetings, including meetings with teams overseas.
 - Maintain flexibility to meet across time zones and outside of normal business hours (including early morning and late-night meetings).

QUALIFICATIONS AND EXPERIENCE

- Relevant tertiary qualification, for example a Bachelor of Science in Nursing or Bachelor of Nursing, or a Bachelor of Midwifery
- Minimum of five years' experience providing maternity care (including prenatal care, labour and delivery, and postpartum care)
- Experience developing or delivering nursing education required
- Experience providing newborn care beneficial
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- Experience working in global health and low resource settings highly desirable
- Experience in programme development desirable
- Experience in clinical research desirable
- Master's degree desirable

COMPETENCIES

- Strong clinical knowledge and skills
- Strong written and verbal communication skills
- Strong writing and editing skills
- Strong teaching and mentoring skills and a passion for sharing knowledge
- Interest in international development
- Highly developed cultural awareness and ability to work well in an international environment with people from diverse backgrounds and cultures
- Patience, flexibility and adaptability
- Ability to work under pressure to meet deadlines
- Ability to participate in early and/or late meetings to accommodate international time zones
- Excellent time management and organisation skills
- Willingness and ability to travel internationally, multiple times per year and up to three weeks at a time
- Ability to work autonomously and collaboratively as part of a team
- Demonstrated accountability, integrity and trustworthiness

KEY CONTACTS

- **Internal Contacts**
 - Reports directly to the Global Health Director, with close collaboration with the Senior Advisor of Global Health (US) and the Clinical Programs Manager (US)
 - All Adara staff globally
 - Adara medical volunteers (IMED Volunteers)
- **External Contacts**
 - Kiwoko Hospital staff
 - AdaraNewborn sites' staff
 - Global health organisations (US and international)
 - Ugandan Ministry of Health and the National Newborn Steering Committee

LOCATION

Adara is completely focused on the wellbeing and safety of our teams around the world at this time of COVID-19. All our team members are able to work flexibly from home as well as from a physical office space. All our team are fully equipped to work productively and safely from their homes. As long as it is COVID-19 safe, the candidate will be expected to work from our physical office space 2-3 days a week.

The Adara Group is a child-safe organisation. All employees are required to undergo a National Police Check, a Working with Children Check, and sign our Child Protection and Safeguarding Policies.

THE ADARA GROUP

OUR CULTURE AND VALUES

WE, THE ADARA FAMILY, UPHOLD THESE VALUES AT ALL TIMES...

COMPASSION

- Our reason to be is to provide support to vulnerable women, children and their communities living in extreme poverty
- We believe everyone has a right to health and education services no matter where they live

TEAM WORK

- We work as a team and we support each other
- We are open, honest and kind
- Failure and mistakes are OK – this is how we learn and grow
- We make Adara a happy and productive place to work

MUTUAL RESPECT

- We listen to other people's point of view
- We celebrate and promote diversity
- We abhor discrimination in any form

INTEGRITY AND EXCELLENCE

- We act with deep respect, integrity and humility
- We strive to be fair to everyone on the team
- We work to a standard of excellence

PASSION

- We work hard
- We laugh and we have fun
- We are optimistic and positive
- We don't count hours: we measure outcomes

UNCONVENTIONALITY

- We think outside the box
- We are not afraid to be different