



JOB DESCRIPTION MINISTRY OF HEALTH

DISASTER PREPAREDNESS SPECIALIST (2) POSITIONS

Job Summary

The incumbent in this position is required to coordinate activities related to disaster preparedness, response, mitigation and disaster recovery. He/she must collaborate with key stakeholders to develop strategies for disaster prevention and monitors and evaluates the effectiveness of disaster mitigation strategies.

Key Duties and Responsibilities

- Designs and develops prevention programmes for public health management during a disaster.
- Works with Regional Health Authorities to develop disaster mitigation strategies to increase the resilience of health facilities to disaster.
- Collaborates with the Regional Health Authorities and Vertical Services to design and develop long term strategies for disaster prevention.
- Designs and develops prevention programmes for public health management.
- Assesses the disaster response capability of the Regional Health Authorities, Vertical Services and other health agencies.
- Assists in the planning and organization of training courses in disaster management aimed at building capacity in the Health Sector.
- Develops Hazard Specific Plans and Specific Emergency Function plans for the overall Ministry of Health.
- Plans, organizes and executes regular simulation exercises to test disaster plans.
- Provides technical support to the RHAs in the establishment of a Mass Casualty Management System (MCM) that complies with the national MCM system.

- Coordinates the development of a recovery plan for the Ministry of Health if/when impacted by a disaster.
- Coordinates the design of a Damage Assessment Programme for Health facilities and Health systems.
- Liaises and works closely with the private hospitals, labs etc to ensure that disaster planning is being undertaken according to Ministry of Health Standards.

Minimum Qualifications, Education and Experience

- A Graduate Degree in Management/Environmental Management/Earth Sciences/Medical Sciences.
- Training in Project Management and/or risk reduction field.
- Three (3) to five (5) years experience in the monitoring and evaluation of disasters.
- Experience in establishing and managing emergency operations.
- Excellent interpersonal skills.
- Certification in Emergency Telecommunication will be an asset.