

VACANCY NOTICE - CHIEF EXECUTIVE OFFICER DOMINICA NATIONAL HOSPITAL

Applications are invited from suitably qualified persons for the position of Chief Executive Officer. The Chief Executive Officer is the Principal Operating Officer and reports to the National Health Commission/Hospital Management Authority.

Education:

1. A post-graduate degree in Hospital Administration or Management;
OR
2. Bachelors degree in Hospital Administration, Economics, Public Administration or other relevant Social or Natural Sciences and a Masters degree in Public Health, Business Administration, Management or related field from an accredited university;

Formal training and/or evidence in Organizational Change or Change Management would be a distinct advantage.

Competencies Required

- Excellent oral and written communication, leadership, interpersonal, motivational, problem solving and organizational skills;
- Ability to effectively lead a team of technical, health care and administrative professionals.

Experiences

- Minimum of seven (7) years experience in a senior role in the successful management of health care or other institution with 600 or more employees;
- Proven experience in service delivery, resource management, finance, budgetary control and project management;

The Duties are but not limited to:

1. Define the major policy initiatives and strategic outcomes that will be necessary for preparing a suitable governance structure for the Hospital Management Authority.
2. Work in collaboration with the National Health Commission, Cabinet Secretariat, Ministry of Health and PAHO to develop a framework for the Hospital Management Authority *that promotes Accountability and Efficiency*;
3. Prepare and manage the Work Plan and Budget for the major activities to be undertaken for establishment and operation of the Hospital Management Authority;
4. Design a suitable framework in collaboration with NHC to mobilize resources from national, regional and international agencies in support of the capitalization and operational needs of the Hospital;
5. Design a Quality Management and Control System for monitoring and evaluation of internationally accepted standards of service delivery towards achieving international accreditation of the Dominica National Hospital;

6. Define and propose the key elements required for developing Standard Operating Procedures and Protocols that promote accountability and delivery of quality services;

Terms and Conditions

The position will be on a contractual basis for a period of two (2) years, with the possibility of renewal upon satisfactory performance.

Additional information on the duties and other conditions can be obtained from the Secretary, National Health Commission by email to healthcommission767@gmail.com or visit the website at www.dominica.gov.dm

Applications accompanied by Curriculum Vitae should be sent under **CONFIDENTIAL** cover to
The Chairman
National Health Commission
2nd Floor, Financial Centre
Kennedy Avenue, Roseau
Commonwealth of Dominica.

And send via email to: chairman4nhc@gmail.com

The names and contact details of three (3) referees should be included in the Letter of Application.

The closing date for the receipt of applications is Friday, 6th December, 2019.