



Midwives For Haiti

Job Title: Education Director

Position Information: Full-time appointment in Hinche, Haiti

Salary: Stipend; Room and board included

Start Date: January or February 2018

Length of commitment: 18 months

Job Summary:

Midwives For Haiti (MFH) is a maternal health outreach program that trains Haitian women and men in midwifery skills and sustains various maternal healthcare services. Please refer to our website to learn about our programs at www.midwivesforhaiti.org.

The goal of Midwives For Haiti is to provide access to prenatal care and skilled birth attendants during and after delivery for all women in Haiti.

This individual is responsible for coordinating educational activities for students and alumni of Midwives for Haiti's (MFH) Skilled Birth Attendant (SBA) Program. A major goal of the Education Director is to coordinate to improve the quality of service delivery and patient care across MFH's programs through professional development initiatives involving alumni working within the SBA, MOP, Postnatal Care and Mobile Clinic Programs.

The Education Coordinator will report to the Executive Director, In-Country Director and Board of Directors.

Qualifications and Requirements:

- Current license or certificate in midwifery. Accepted credentials include: CPM, CNM, CM, RM, and LM;
- A focus in public health, global health, and/or education preferred;
- Conversational French and/or Haitian Creole language skills preferred;
- Strong communications, analytic and decision-making skills;
- Experience teaching in a cross-cultural setting preferred;
- Experience traveling in a low-resource service setting;
- Experience successfully working with a culturally diverse staff;
- Capacity to live in Haiti for the duration of one year minimum or educational-year.

Essential Functions and Responsibilities:

Volunteer/Guest Host

- Aid the In-Country Director and Volunteer Director in making the volunteers feel welcome.

Skilled Birth Attendant Program

- Provide administrative direction to the education team. Duties may include:
 - Function as a liaison between in-country and out-of-country staff
 - Cultivate and maintain strong, trusting working relationships with education staff and students.
 - Help resolve conflict within education team and among students
 - Oversee the planning, organizing and implementation of curricula
 - Direct regular meetings with education team
 - Design documents to be used in class or clinical practice
 - Coordinate student and preceptor schedules and activities
 - Communicate and collaborate with superiors in clinical placement sites
 - Direct student integration into new clinical sites
 - Function as admissions director when recruiting new students
 - Ensure the adequate supply of class and clinical materials
 - Help ensure that students have enriching educational experiences by offering academic and clinical support when necessary
 - Ensure that academic policies are being followed by students and education staff
- Function as faculty. Duties may include:
 - Designing or revising lesson plans
 - Designing or revising quizzes and exams
 - Teaching as needed
 - Clinical precepting
 - Designing or attaining teaching aids
 - Researching evidence-based protocols for midwifery care
 - Improving or developing clinical and didactic evaluation tools
 - Overseeing student academic evaluations
 - Overseeing student skills examinations
- Coordinate with the Clinical Director to provide professional development initiatives for SBA Program alumni. Duties may include:

- Assessing current professional development initiatives for quality and effectiveness
- Identifying knowledge gaps among alumni
- Coordinating or designing continuing education lesson plans based on knowledge of recent lessons and alumni skill/knowledge gaps
- Coordinate with the Clinical Director to provide professional development initiatives for SBA Program alumni employed within MFH's programs with the goal of improving overall service delivery and patient care within our programs. Duties may include:
 - Assess quality of patient care and service delivery by rotating through MFH's major clinic sites and conducting non-formal clinical site evaluations.
 - Identify knowledge gaps and opportunities for professional development for alumni working within MFH's programs.
 - Design and implement trainings aimed at addressing knowledge gaps for alumni working within MFH's programs.
 - Provide post-training clinical supervision for alumni working within MFH's program to aid in incorporating new knowledge and skill into clinical practice.
- Additional duties may include:
 - Help maintain and build relationships with Haiti's Ministry of Health and Population
 - Support the In-country Director and Executive Director in government applications and creating partnerships

Additional Requirements:

- Requires ability to use abstract reasoning, problem solving, planning, and analytical skills in: training, evaluation, and program development;
- Requires effective interpersonal and oral communication skills for supervisory duties;
- Requires effective writing and oral communication skills to conduct meetings and training sessions, and to prepare reports that are clear, complete, comprehensive, and use good grammar and punctuation;
- Successful experience working in a team setting;
- Ability to present a positive image of the organization to members of the community;
- Visual and auditory acuity within professionally determined normal ranges, with correction if need;
- Manual dexterity sufficient to operate a computer and office equipment, including, but not limited to, the telephone, copier, and printer.
- Must be able to lift 55 pounds;
- Must be able to travel, enter and exit a vehicle without assistance, and withstand exposure to adverse weather conditions.

Expectations:

- Any employee of Midwives For Haiti will adhere to the core values of the organization. Our core values include:

- **Genuine Partnership**- We will strive to be in genuine partnership with those who share our vision.
 - **Education**- We will deliver education that enables critical thinking and competent autonomous practice.
 - **Compassion**- We will embody the compassionate service that is an essential characteristic of quality healthcare.
 - **Faith**- We will act with the belief that change can occur, one person at a time, and through the efforts of small groups of people who believe it can.
 - **Pragmatic Solidarity**- We will strive to find culturally and resource-appropriate solutions to community-identified problems by means of respectful communication with the communities we serve.
- All MFH employees will treat all students and patients with compassion and a willingness to negotiate conflicts.
 - All MFH employees will be professional at all times in appearance and promptness, and demonstrate a character that is beyond reproach in the community.

Revised November 13, 2017