



JOB POSTING REQUEST

Job Title	Senior Medical Officer
Hiring Manager	Brian Davey
Manager's Assistant/Delegate	Saroja Moses
Dept/Div	HRHSD
Grade	GG
Appointment Type	Regular Term
Term Duration (yrs)	4 year renewable term appointment
HR Contact	Selvi Atayeva; Emanuela Giudetti
Posting Type	Internal/External
Posting Duration	3 weeks
Language Preferences	English [Essential] French or Spanish [Desired]
Job Location	Washington, DC
Type of Hire	International
Potential Candidate	No
New Posting/ Replacement	

Background/General Description
<p>The Joint World Bank Group / International Monetary Fund Health Services Department (HSD) is an occupational health unit serving the staff of these two international organizations as they strive to reduce global poverty, enhance shared prosperity, and sustain economic growth globally. The two organizations employ approximately 18,000 staff, with around 60% of those based in Washington DC, and the rest in Country Offices across the globe. HSD has one main clinic and one satellite clinic in the DC metropolitan area, conducting around 40,000 clinical encounters per annum.</p> <p>The Senior Medical Officer reports to the Director of the HSD, and supervises the daily operation of the HSD clinic, which has 17 clinical staff, including Nurse Practitioners, Nurses, and Laboratory Technologists, and is accountable for: (a) providing technical and professional supervision of physicians, nurse-practitioners, nurses and laboratory technologists to ensure that medical services are delivered to World Bank Group/International Monetary Fund (WBG/IMF) staff members and, as appropriate to their dependents, in accordance with current policies and procedures; (b) performing clinical physician services as required; (c) directing and managing the pre-field deployment medical clearance/review process; (d) providing consultation and clinical guidance for global medical evacuations; and (e) providing clinical policy advice to the organizations for medical benefits and health-related matters.</p> <p>The Senior Medical Officer acts independently in day-to-day performance of the position's clinical and administrative functions, seeking the approval/guidance of the Director, Health Services Department as needed on policy / procedural issues.</p>

Duties and Accountabilities

- Oversees and coordinates the operation of the Joint Bank Group/Fund clinical services in Washington DC. Provides supervision, direction and guidance to the clinic staff in the performance of their professional duties, overseeing standard of care, treatment and follow up for health interventions. Ensures continuing medical educational for clinical staff to maintain their medical knowledge, and to ensure professional growth;
- Performs clinical consultations, medical examinations, and health assessments in accordance with Bank Group/Fund policies and procedures. Identifies and maintains external contacts with physicians and organizations that are providing medical services to staff members and their dependents;
- Directs and manages the Medical Clearance/Review process for staff field assignments locally and abroad; advises on and monitors care of staff in Country Offices in conjunction with the Field Health Program Manager;
- Participates in the design, implementation and coordination of health education and promotion programs, and Health and Productivity management;
- Serves on the Emergency Management Teams (EMT) of the World Bank Group and the IMF. Provides Emergency Preparedness planning, training, and response regarding Public Health issues. Provides guidance and training for staff on medical emergencies, first aid, and CPR. Serves as medical advisor to the Annual Meetings Joint Secretariat, and to the Medical Insurance Plan (MIP) on matters such as coverage, accepted drugs and procedures, identification of health care providers;
- Reviews and interprets clinic utilization data, and designs and justifies changes/improvements in the type of services, medical examinations, biological tests, and laboratory equipment;
- May act for the Director in his/her absence. Additional tasks and responsibilities may be assigned in accordance with the individual's education, training and experience.

Selection Criteria

Qualifications:

- Board certified/eligible medical doctor with expertise in Internal Medicine/Family Practice, and Occupational Health;
- Licensed or eligible for licensing in D.C., Maryland or Virginia.

Experience:

- At least eight years of post qualification work experience in internal medicine/family practice/occupational health;
- Fully proficient in English –other working languages would be an advantage;
- Knowledge of UN / International Organization medical guidelines and processes will be an advantage;
- Experience in aligning clinical and health promotion services with organizational Health and Productivity management initiatives will be a distinct advantage;

Competencies

- Client orientation - Understands clients' needs and concerns. Responds promptly and effectively to client needs. Customizes services and products as appropriate.
- Drive for Results - Makes things happen. Is proactive. Balances "analysis" with "doing". Sets high standards for self. Commits to organizational goals.
- Teamwork - Collaborates with others in own unit and across boundaries. Acknowledges other's contributions. Works effectively with individuals of different culture and gender. Willing to seek help as needed.
- Learning and Knowledge Sharing - Open to new ideas. Shares own knowledge. Applies knowledge in daily work. Builds partnerships for learning and knowledge sharing.
- Communication - communicates effectively, orally and in writing;
- Builds and maintains trust and respect among colleagues and patients; is known for working with integrity and confidentiality.