

Opening Date: 12 July 2021
Closing Date: 26 July 2021
Location: Tortola
Vacancy Notice No. 25 of 2021
Job Classification: Grade 18
Ministry/Department/Unit: Ministry of Health and Social Development
Position Details: One year Probationary period
Established position
Employment Type: Full-time
Remuneration/Benefits: Salary range **\$68,764 – \$100,744 per annum**. Salary will be commensurate with qualifications and experience.

JOB VACANCY NOTICE Chief Medical Officer

Government of the Virgin Islands



ROLE SUMMARY

The successful applicant will manage the Public Health activities in the Territory by identifying and evaluating Public Health policies, health services and health programmes and providing advice to Government and agencies on Public Health matters to ensure that the Territory's public health needs are met.

MAIN RESPONSIBILITIES

1. Advise on all aspects of health care, health policy, health planning and the management of health services in the BVI in order to provide information for the Minister and Government decisions.
2. Develop and set standards for health professional practice, professional registration and accreditation of health institutions and health science programmes to ensure that the workforce are appropriately trained and qualified.
3. Discharge statutory responsibilities as identified in the Public Health Act and other laws in order to effectively comply with regulations.
4. Develop and implement programmes, regulations and enforcement mechanisms in order to safeguard Public Health.
5. Monitor the national components of international and regional health programmes to ensure that they comply and respond to International Health Regulations.
6. Ensure appropriate technical input into major physical infrastructure programmes and service developments to ensure that they do not impact negatively on public health.
7. Promote essential health research and coordinate the National Health Situation Report in order to assess the impact of public health initiatives and identify areas for future programmes.
8. Liaise with the BVI Health Services Authority Board on public health matters.
9. Promote inter-sectoral coordination and cooperation with all stakeholders in health matters to ensure that the Public Health needs of the Territory are met effectively.
10. Assist with the preparation of the annual budget.
11. Assist with the development and implementation of strategic plans.
12. Identify job specific and environmental factors and develop, where applicable, implement and promote the health and safety policies. Mitigate and minimise workplace hazards.
13. Perform any other related duties as required by Supervisor or any other senior officer in order to contribute to the effectiveness and efficiency of the department.

BEHAVIOURAL COMPETENCIES

1. Manage organisational challenges
2. Manage change in organisational activities
3. Manage relationships across the organisation
4. Provide leadership for the organisation
5. Encourage innovation in the organisation
6. Obtain and analyse information for critical decision-making
7. Communicate and influence effectively
8. Ensure compliance with legal, regulatory, ethical and social requirements
9. Manage your own resources, development and networks
10. Manage financial and physical resources effectively and efficiently, ensuring value for money

WORKING CONDITIONS/ ENVIRONMENTAL FACTORS

- Normal office environment
- Fieldwork
- On call 24 hours a day, 7 days a week

MINIMUM QUALIFICATIONS AND EXPERIENCE

- Registered Medical Practitioner
- Master's Degree in Public Health or Epidemiology
- Eight (8) to ten (10) years' experience in a senior management position in health care management and Public Health policy
- Expert knowledge of Government structure, policies and procedures
- Expert knowledge of relevant laws, regulations, procedures and policies
- Expert knowledge of epidemiology, health planning and health promotion principles
- Expert knowledge of medical ethics of Health and Services Standards
- Expert knowledge of Health Information Management and Health Disaster Management
- Excellent oral and written communication skills
- Good knowledge of the use of standard office equipment and computer applications

It is the policy of the Government of the Virgin Islands that appointments to the Public Service, and promotions within the Service, be based on the merit principle – without discrimination based on race, age (save as restricted by law), religion, political affiliation, sexual orientation, marital status, or family relationship.

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- Excellent analytical and decision-making skills
 - Excellent interpersonal and organisational skills
 - Ability to work well under pressure
 - Excellent leadership and management skills
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HOW TO APPLY

All applications for employment to the Public Service, including applications for transfer under the Employee Mobility Programme must be submitted to the address provided below by the job closing date.

Agency:

Public Service Commission
c/o Department of Human Resources
2nd Floor Simms Building
Road Town, Tortola VG 1110
British Virgin Islands

or by email: hrrbvi@gov.vg

Applicants should submit the Employment Application (*available at: www.bvi.gov.vg*); a Résumé/Curriculum Vitae of their relevant experience and qualifications; with two personal reference letters; certified copies of identification, citizenship, and academic certifications/diplomas/licenses, along with a police certificate from your place of residency.

Applying through the Employee Mobility Programme: Applicants interested in transferring to the Public Service through the Employee Mobility Programme must submit the standard Employment Application (see above) along with the Employee Mobility Application (available at: www.bvi.gov.vg/services/emp). All sections of both forms must be thoroughly completed in order to prevent delays in processing applications. For more information about the Employee Mobility Programme, click www.bvi.gov.vg/services/emp.

Important Notice: Qualified candidates who are considered for potential employment with the Government of the Virgin Islands may be requested to provide further criminal history record information. Evidence of a criminal conviction or other relevant information obtained shall not automatically disqualify an individual from employment with the Government of the Virgin Islands.