
TERMS OF REFERENCE

Medical Doctor/ Director Consultancy for Primary Health Care Center

Place of Assignment: *Gaza City, Palestine*

Duration of Assignment: *6 months*

Consulting period: *Asap*

Malteser International (MI) is the international humanitarian relief agency of the Sovereign Order of Malta. For over 60 years we provide relief and recovery for people during and following conflicts and disasters around the world. Christian values and humanitarian principles form the foundations of our work. In over 30 countries in Africa, the Americas, Asia, Europe, and the Middle East, we support people in need – regardless of their religion, origin, or political convictions.

MI's Vision: We aspire to a world where all individuals – particularly those in need and those who are displaced – live a life of health and dignity.

MI's Mission Statement: We improve the health and well-being of suffering and displaced people in crises situations around the world. In this way, we especially fulfil the mission of the Sovereign Order of Malta to "serve the poor and the sick".

MI's Approach: We intervene to provide medical and mental health support, clean water, sanitation, and hygiene (WASH), food and nutrition security, and protection. We take a holistic approach to health in our programming, which includes the protection of nature and the interconnections between environmental, animal and human health (One Health approach). We work with local resources and engage local partners, as well as the Order of Malta's global network, to provide rapid and effective responses in even the most remote locations. People are at the center of our assistance. Our goal is to sustainably increase the resilience of those worst affected by disasters. We are also committed to contributing to the achievement of the UN Sustainable Development Goals. In doing so, we extend our support to all individuals in need regardless of gender, political belief, origin, or faith.

Background Information

In May 2024, the Latin Patriarchate of Jerusalem (LPJ) and the Order of Malta started a joint humanitarian mission in response to the urgent health needs in Gaza City, aiming to provide direct assistance to local civilians in need through MI. The shared emergency response includes the provision of food deliveries and establishing healthcare services, focusing on Primary Health Care (PHC).

Thus, this project involves setting up a Medical Point or Primary Healthcare (PHC) Centre to deliver healthcare services, to address the urgent need for accessible PHC services and facilitate referrals to secondary healthcare. Considering the current distress for the healthcare system in Gaza, timely and effective support to PHC is critical to enhancing the functionality of secondary healthcare. The primary objective is to reduce morbidity and mortality among the target population through the delivery of essential PHC services. The proposed clinic, grounded in emergency response principles, will provide

necessary medications, including treatments for chronic diseases, and establish a referral system to connect patients with functional hospitals for advanced care.

The role of the Medical Director is to oversee the licencing, establishment and operation of the Primary Health Care Centre in Gaza City, ensuring the delivery of quality care. Once the medical facility is operational, the role includes providing medical services, supervising staff, and managing patient care, records, and facility operations.

Scope and Responsibilities

1. Apply for the licence of the Primary Health Care Centre, Gaza City, with the support and after the approval of Malteser International's (MI) Head of Mission (HoM).
2. Setting up the Primary Health Care Centre up as a Medical Point or Primary Healthcare (PHC) Centre to provide PHC Package Level II (=Medical Point) or Level III (Primary Healthcare Centres) as described in by the Health Cluster for the "Gaza Minimum Health Service Package_Updated Nov 2024". All services will be provided in accordance with the teachings of the Roman Catholic Church.
3. Ensure the efficient operation and maintenance of the Primary Health Care Centre in Gaza City to deliver the highest quality of care.

Expected Tasks

Management and Coordination

- Apply for Licence of the Primary Health Care Centre in Gaza City, with the support and approval of the MI's HoM.
- Supervise the establishment of Primary Health Care Centre following an updated facility needs assessment and in alignment with the "Gaza Minimum Health Service Package_Updated Nov 2024." This includes overseeing facility setup, recruiting medical and operational staff, and ensuring the facility becomes fully operational.
- Once the facility is fully operational, conduct ongoing needs assessments for medications and medical consumables, collaborating with the HoM to ensure appropriate procurement.
- Ensure regular monitoring, documentation, and quality reporting in line with donor and MI standards.
- Collaborate with the HoM and HQ to oversee sound financial management, including accounting, budgeting, administration, and logistics.
- Lead and supervise implementation, ensuring effective planning, staffing, and implementation in compliance with donor regulations and international standards (e.g., WHO), while providing technical guidance, ensuring adherence to policies, and training staff for high-quality performance.

Clinical Oversight and Tasks

- Ensure the quality and standardization of medical services in line with international guidelines (e.g., WHO, Sphere Standards).
- Oversee clinical protocols, guidelines, and policies for healthcare delivery at the Primary Health Care level.
- Provide emergency care, including minor trauma and non-trauma emergencies, and basic paediatric, obstetric, and mental health care.
- Conduct patient assessments, triage, diagnosis, treatment, and monitoring, stabilizing complex cases and arranging referrals as needed.
- Prescribe and administer medications, intravenous infusions, and basic treatments, ensuring accurate documentation and clinical reporting.
- Take necessary precautions to ensure staff and patient safety and promote infection, prevention and control (IPC) in all treatment and care.
- Ensure quality monitoring, reporting, and data analysis, including epidemiological surveillance in alignment with health cluster and Ministry of Health standards.
- Contribute to exit planning to ensure sustained and long-term benefits for the community

Stakeholder Coordination

- Represent the organization at health cluster meetings and other relevant forums.
- Monitor the evolving humanitarian situation and recommend strategic responses in coordination with the MI HoM.

Required Qualifications and Expertise

- **Qualifications & Experience:** Full medical degree (e.g., BMBS, BMed, MD) with full licensure as a Medical Doctor, registered with an appropriate professional body. Significant experience working as a fully licensed Medical Doctor, at least 5 years of post-qualification practice.
- **Specialization:** Professional qualification or registration in General Practice, Family Medicine, or an equivalent field.
- **Humanitarian Expertise:** Strong understanding of humanitarian contexts, effective medical interventions, and application of humanitarian principles and standards. Understanding of the moral and legal implications of humanitarian work.
- **Safeguarding:** Comprehensive knowledge of safeguarding and its significance in healthcare.
- **Cultural Competence:** Cultural sensitivity and respect for diverse populations.
- **Leadership:** Proven experience managing teams in complex programs, ensuring successful outcomes across all support aspects.
- **Communication:** Excellent communication and interpersonal skills, capable of explaining technical information to multi-disciplinary teams.
- **Language Proficiency:** Proficient in spoken and written English (UN Level III equivalent).

Expression of Interest

Interested consultants must submit the following:

The Consultant that meets the requirements should submit their expression of interest, which should include the following:

- Proposed consultancy fee
- CVs
- References

Offers must be submitted electronically in our [job portal](#) until **31st January 2025**

MI reserves the right to select the consultant on rolling basis due to the urgency of the vacancy.