

Title:	NURSING CLINICAL MENTOR
Generic Function:	Clinical Mentor
Code:	MM10300
Level:	9

Position in the Organization

Reports to (Hierarchical):	MSF Academy Country Representative
Reports to (Functional):	Pedagogical Manager
Job Family:	Paramedical / Medical
Supervises (Function):	Guides the Healthcare Educator and Learning Companions

Main Purpose

The main objective of a clinical mentor is to ensure the facilitation, mentoring and implementation of the MSF Academy learning activities in the selected MSF projects in the country according to MSF's protocols, standards and procedures to ensure the delivery of quality medical care for patients and their communities and to improve the health condition of the population.

The clinical mentor directly prepares, organizes and delivers learning activities in the clinical areas and trains the learners in the MSF projects as part of a continuing education process. The Mentor will guide less experienced Healthcare Educators in preparing and delivering learning activities. The Mentor will support the Healthcare Educators in their professional development plans along with the Pedagogical Manager. The Mentor will also improve and adapt training content, to deliver and evaluate it, as well as to assess the acquisition of skills by the learners. The Clinical mentor is the on the project link between the Academy and operations and will therefore update the operations on Academy activities, progress, and ensure learning time.

Accountabilities

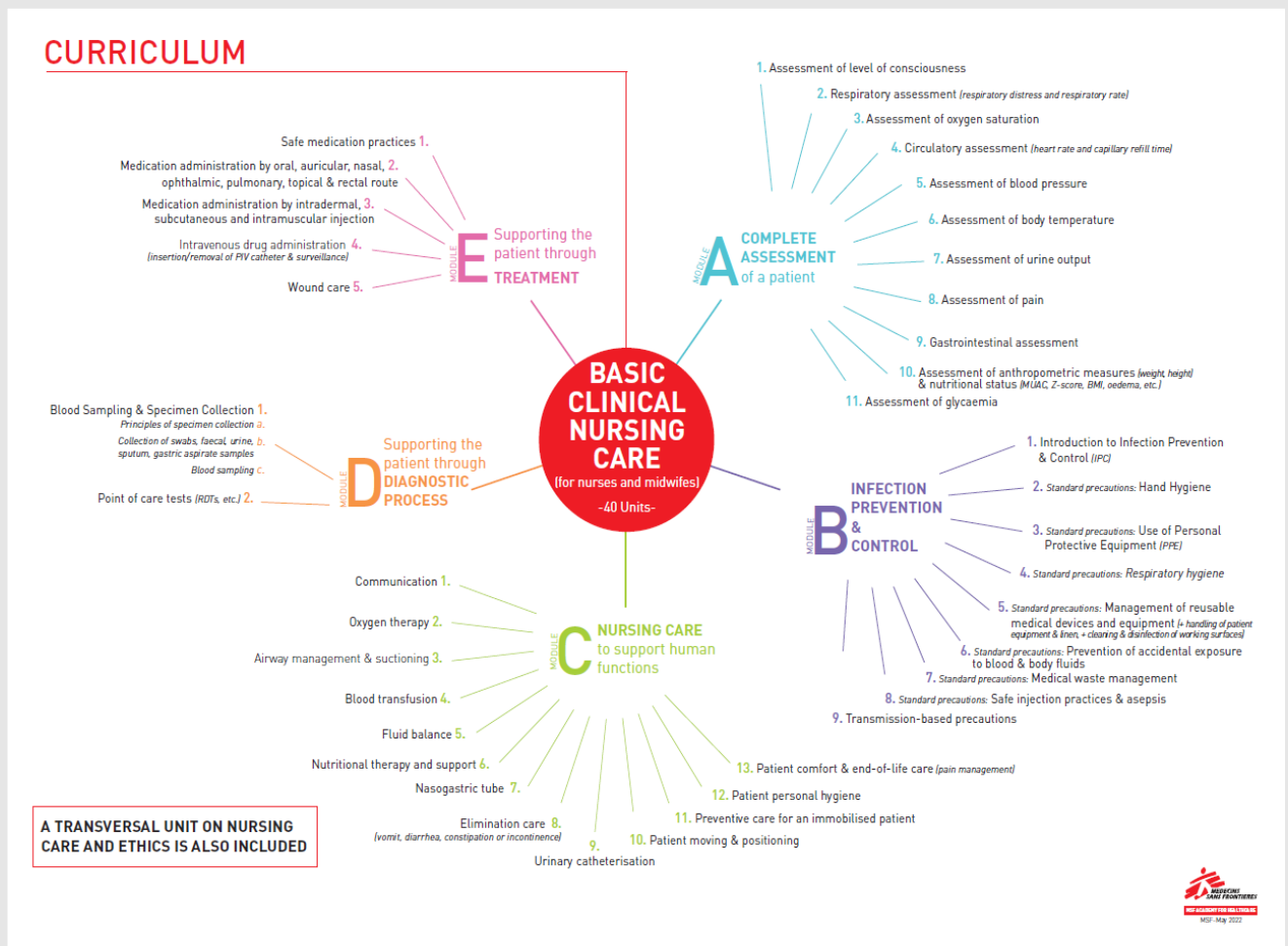
- Implements on the long term clinical mentoring activities and tools, monitors MSF Academy activities – Nursing, in the projects, according to MSF protocols, standards and procedures (can involve various sections)
- Participates in the Training of clinical Facilitators (TOF) and Training of clinical Mentors (TOM) as part of their induction
- Facilitates the training of facilitators (TOF) and training of clinical mentors (TOM) for healthcare educators and learning companions
- Provides active clinical mentorship: facilitates mentoring sessions and side-by-side teaching to the learners based on the training objectives, the specific trainee needs and the material provided by MSF Academy, with largest percentage of time in the ward, coaching and training at the bedside
- Supports the healthcare educators, project clinical mentors, and learning companions in their new mentorship and facilitation roles, by completing personal learning journals and maintaining professional practice and continuing professional development
- Monitors closely the progress of the learners and provides feedback to the Pedagogical Manager
- Performs assessment of learners using competency gap assessment (CGA)
- Supports healthcare educators on the planning and implementation of the learning activities and specifically in the development of their clinical skills.
- Plans learning sessions, support the project in allocating learning time and collaborate with pedagogical manager to update and share the chronogram
- Regularly visits the hospital and attends relevant meetings to collaborate with projects in implementing best practices taught in the curriculum

- Represents the Academy and leads discussions to update the project(s) on MSF Academy Activities, advocates for the MSF Academy, briefs NAM, MTL, PC and Log/admin on how the MSF Academy works in their specific project, creates links with the operations in the field, anticipate and identify issues and find solutions together
- Keeps the database up to date, ensures proper storage of confidential learning documents and reports according to pedagogical manager instructions
- Carries out supply management on the project (orders, follow-up of the stock, storage conditions, inventories, consumption, etc.) for the training activities
- Maintains clinical competencies (example: works one shift per month in the hospital).

MSF Section/Context Specific Accountabilities

The MSF Academy for Healthcare aims to professionalize the training of health care workers in MSF projects. Nursing care is one of the main priorities to health care provision. MSF has the ambition through professional medical training to bring a positive contribution to the Human Resources for Health situation in South Sudan,

The curriculum is competency based and covers the basic clinical nursing care (BCNC) curriculum. The training includes didactic classroom sessions and bedside mentoring.



In South Sudan, the MSF Academy implements the BCNC in the majority of the hospitals of MSF, by all the operations sections. In a close collaboration and partnership with the project teams. The training program started in 2019 and in 2022, the BCNC was running in Agok (OCG), Old Fangak (OCP), Lankien (OCA) and Malakal (OCBA). In the coming months, the start of the training is planned in Boma (OCB), Bentiu (OCA) and Ulang (OCBA).

Overall, the MSF Academy in South Sudan has a team of 11 clinical mentors, 8 of them our South Sudanese.

Specific Objectives for Clinical Mentor –MSF Academy

1. Professional objective 1

Organize and complete bedside mentoring sessions as part of the BCNC curriculum to support learners and learning companions.

Indicators:

- CM conducts 90 mentoring sessions in 3 months (with learning companions and learners).
- 80% of learning companions achieve a sun on all of the skills associated with a unit within 2 months of the classroom session.

2. Professional objective 2

Organize and deliver the Basic Clinical Nursing Care (BCNC) curriculum to learners. Adapt session plans based on level of the learners under the coordination of the Pedagogical Manager.

Indicators:

- Number of theoretical sessions given by the clinical mentor. Conduct 12 classroom sessions every 3 months with a formative assessment.
- Completion of training participants' portfolios (post-unit tests, patient bedside observations, self-assessment, learning activities).
- 100% of participants have a learning journal portfolio.
- Attendance rate of 90% of learners
- Clinical Mentor completes and sends 100% of their transmission papers to the Pedagogical Manager. (1 transmission paper per unit.)

3. Professional objective 3

Support the development of technical and pedagogical skills of learning companions

- By training them into becoming learning companions (TOM)
- By providing them with regular, individualized and structured mentoring on their mentoring technique and updating the development plan. .

Indicators:

- 100% of the identified learning companions are trained in clinical mentoring (TOM) by the clinical mentor.
- 80% of active learning companions have a development plan.

4. Objective professional 4

Ensure the implementation of the MSF Academy initiative in MSF projects, promote its adaptation and sustainability:

- By being an ambassador of the MSF Academy and communicating effectively of the MSF Academy approach
- Ensuring that the MSF Academy initiative is in line with the needs of the operations
- Identifying the challenges, obstacles and inadequacies that hinder the smooth running of MSF the MSF Academy activities in the projects and finding solutions with the field teams concerned (OPS, coordination)
- By working with the projects medical teams and making the projects aware of their role in the implementation and success of the initiative including implementation of best practice procedures
- By identifying and coaching people who can provide training beyond the MSF Academy initiative
- By exchanging regularly with the teams of each project site and by giving feedback to the MSF Academy coordination in the country

Indicators:

- MSF Academy represented in 80% of the medical team meetings. In these meetings, we share results, obstacles and progress of the programme.
- MSF Academy provides 2-4 bullet points in 90% of the sitreps.

5. Professional objective 5

Contribute to monitoring, evaluation and improving the quality of training

- By organizing and implementing the theoretical and practical pre and post training assessments (Competency Gap Assessment -CGA).

Provide the CGA results feedback once analyzed to the project medical responsible(MTL/PMR/NAM/MAM)

- By ensuring the proper use of the monitoring and evaluation tools including the database and reports.
- By discussing with colleagues and beneficiaries in identifying the methodologies which work well and which should be exploited in more depth
- By participating in the planning and review of the possible mode of development for each of the projects, etc.

Indicators:

- 100% of learners complete the CGA prior to starting the BCNC
- 95% of learners complete the CGA within 2 months of the conclusion of the BCNC program
- 90% of learners currently employed at the hospital complete the CGA 1 year after the conclusion of the BCNC program
- Data base of the CGA is 100% up to date on a monthly basis.
- Database of the learner's progression in BCNC is 100% complete and up to date on a monthly basis
- Quarterly reporting of indicators is fully completed.
- Monthly activity data and reports are available for the operational team

Requirements

Education

Essential:

- Professional diploma in Nursing

Desired:

- Any additional medical specialization is an asset, particularly Pediatrics/OT/Infectious diseases

Experience

Essential:

- Minimum of 18 months experience in mentoring, preceptorship, or tutoring OR MSF Academy Competency certificate in clinical mentoring
- Experience in facilitation
- Five years' experience working in a hospital structure (if possible, in different services), and strong clinical supervision

Desired:

- Previous experience facilitating a training of clinical mentors, facilitators, or training of trainers
- Previous work experience with MSF or other international healthcare organisation is an asset

Languages

Language of the mission essential English

1 additional language spoken in the country or Arabic is an asset

Knowledge

Strong Clinical skills and knowledge on nursing care

Basic anatomy and physiology knowledge

Basic pedagogical knowledge

Computer literacy (word, excel, PPT and internet)

- Competencies
- People Management and Development **L3**
 - Commitment to MSF principles **L2**
 - Behavioural Flexibility **L3**
 - Results and Quality Orientation **L3**
 - Teamwork and Cooperation **L3**

This job description may be amended in line with the activities or evolution of the Mission.

By signing, the employee acknowledges that he/she has read, understood and accepted this document.

Employee Name/ Surname	
Place and date:	

Signature of the employee:

(To be signed in two copies, one for the employee and one for the employer)

MSF is a civil society initiative that brings together individuals committed to the assistance of other human beings in crisis. As such MSF is by choice an association. Each individual working with MSF does it out of conviction and is ready to uphold the values and principles of MSF.