

AFRICAN UNION

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## CALL FOR PROPOSAL – INDIVIDUAL CONSULTANT

Reference No: AUC/MHSD/C/009

### ToR FOR DIABETOLOGIST / ENDOCRINOLOGIST

#### 1. BACKGROUND:

The African Union, established as a unique Pan African continental body, is charged with the responsibility of spear-heading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the Peoples of Africa and African States; as well as developing a new world-wide partnership. Its headquarters is located in Addis Ababa, Ethiopia.

The Medical and Health Services Directorate (MHSD) is one of the Directorates of the African Union Commission (AUC), under the Cabinet of the Deputy Chairperson. It provides medical care to AUC staff members and their Dependents; the AU Member State diplomatic Corps and their Dependents; AU Consultants and Contractors; and Delegates and Partners attending official AU missions, conferences, meetings and summit. The Directorate also oversees medical coverage plans and insurances for the AUC, AU Organs, AU Regional and Representational Offices.

In achieving its mandate, the Directorate invites expression of interest from the following category of medical professionals who are citizens of AU Member States and are interested in working on a part time basis at the AU Medical and Health Services Directorate.

2. **Job Title:** **Diabetologist / Endocrinologist**  
**Department:** Medical and Health Services Directorate  
**Supervisor:** Director Medical and Health Services  
**Duty Station:** African Union Commission, Addis Ababa, Ethiopia.

#### 3. MAJOR DUTIES AND RESPONSIBILITIES:

**Under the supervision of the Director Medical and Health Services the Diabetologist / Endocrinologist will be responsible for the duties as follows:**

- i. Provide daily routine general and specialized medical and endocrinology consultations, diagnosis and treatment to the MHSD Clients and Patients (inpatient and outpatient).
- ii. Provide emergency care for the Clients and Patients in the above category in Internal Medicine and Endocrinology.
- iii. Maintain an up-to-date registry of specialists in other hospitals or clinics who can help resolve the patient's specific complaint and conditions, arrange their transfer to such specialists, when necessary, and follow up on their management and report back to the Head of Division Clinical Services.
- iv. Perform ward rounds regularly on all admitted adult patients and provide specialist level input into their management.
- v. Cover shifts as contained in the duty roster if needed. Provide daily report at the end of each working day/shift.
- vi. Continuously evaluate service provision for clients and make recommendations for improvement where necessary.
- vii. Participate in the development and delivery of health promotion, disease prevention and occupational Health and Safety programs of the Directorate. Develop and implement program/project for prevention of chronic non-communicable diseases such as diabetes mellitus, hypertension, obesity, etc
- viii. Actively participate in the AU Medical Board in determining the necessity for medical evacuations, prepare the clinical information and present same to the Medical Board for clearance. Play an active role in the management of the evacuation process, monitor the progress of the evacuees and facilitate their return.
- ix. Participate and provide expertise in medical coverage for AU Summits, AU Field Missions and outreach to AU Regional Offices.
- x. Actively participate in upgrading the AU Medical and Health Services Directorate with respect to equipment, diagnostic technologies and Continuous Medical Education for Medical Staff.
- xi. Train, Teach and supervise clinical attachés at the MHSD when needed.
- xii. Perform any other duties that may be assigned by the immediate supervisor or Director, Medical and Health Services.

#### **4. EDUCATIONAL QUALIFICATIONS:**

MD degree or MBBS degree, with a clinical specialization in **Internal Medicine (Fellowship of the Regional College of Physicians or equivalent)** and additional training or work experience in Endocrinology/ Metabolic Medicine. Or

MD/MBBS with Masters/Phd in Internal Medicine. Sub-specialty in Endocrinology / Diabetes is an asset.

## **5. WORK EXPERIENCE:**

At least 8 years of experience in relevant field and must currently be working in a clinical role as an Endocrinologist or Metabolic Medicine Specialist in a healthcare facility.

Must be licensed to practice medicine as a Specialist in his/her home country as at the time of application.

Experience in private practice or work in an International Organization will be an advantage.

## **6. OTHER RELEVANT SKILLS:**

- i. Must be computer literate and be familiar with the Integrated Medical Records System software (IMRS) or Hospital Information System (HIS).
- ii. Must have ability to communicate scientific information to patients/clients and medical staff using appropriate language and medium.
- iii. Must have excellent interpersonal skills, ability to organize and motivate others, and work in a multicultural, multiethnic environment,
- iv. Must have good communication skills with patients, colleagues and clients. She/ He should be able to get along well with people and instill confidence (Customer care).
- v. Should display high level of attention to detail, have excellent hand-eye coordination, problem solving skills, and critical thinking.
- vi. Should exhibit patience and empathy in the course of his/her work.
- vii. Maintain effective working relationships with others, utilizing tact, courtesy, and diplomacy and should be able to work well under pressure.

## **7. EVALUATION AND QUALIFICATION CRITERIA:**

For evaluation of the expressions of interest the following criteria will be applied:

- a) Academic Qualification and relevant professional training (30 points);
- b) Strength of relevant experience related to the Assignment (60 points)
- c) Experience in International Organizations (5)
- d) Language (5 points)

## **8. LANGUAGE REQUIREMENT:**

Must be proficient in one of the AU working languages. Knowledge of other working languages would be an added advantage.

**9. GENDER MAINSTREAMING:**

The AU Commission is an equal opportunity employer and qualified less represented gender are encouraged to apply.

**10. PAYMENT ARRANGEMENTS:**

All Consultants are called for duty on need basis and payment is effected at the end of every month for the days/hours worked.

**11. REMUNERATION: Non-negotiable Fixed Rate of USD 30/hour worked**

**12. DURATION OF THE ASSIGNMENT:**

Successful applicants will be issued with a 2-year framework contract and will be contacted for assignment as and when a need arises. Applicants should express their readiness to work night shift, weekends and public holidays if the assignment so require.