

## Volunteer Project Manager – Estates and Maintenance, King's Sierra Leone Partnership

### Terms of Reference

Start Date: 13/03/17 (or as soon as possible thereafter)

Placement Duration: 6-12 months

Location: Freetown, Sierra Leone

Reporting to: Country Director

### The Function

The King's Sierra Leone partnership (KSLP) is a long-term capacity building partnership between King's Health Partners in London and key partner institutions in Freetown, Sierra Leone. KSLP aims to help strengthen Sierra Leone's health system by improving training, clinical services, policy and research. Key partners include the College of Medicine & Allied Health Sciences (COMAHS), Connaught Government Hospital, and the Ministry of Health & Sanitation (MOHS).

Sierra Leone ranks 181<sup>st</sup> out of 188 on the UN Human Development Index (2015) and has a correspondingly high level of unmet need for healthcare. There is a clear need for project and estate management in Sierra Leone, where this function is in the early stages of professionalization. For this reason the King's Sierra Leone Partnership is expanding its well established team of clinicians to include experienced project managers and estates managers with significant hospital experience. This is an exciting opportunity for energetic, focussed and collaborative managers to make lasting contribution to improving health facilities in Sierra Leone. Volunteering in low and middle income countries is a much "less trodden path" for managers than clinicians and so this is also a brilliant opportunity for pioneers to help shape the role of managers within the partnership.

### The Role

KSLP is looking to recruit a Volunteer Project Manager for Estates and Maintenance for its in-country team from 13/03/17 or as soon as possible thereafter. This person will be based in Freetown and will work alongside estate management staff and clinicians to deliver small and large building projects as well as infrastructure and maintenance improvements. Specific areas of focus include:

- Working with Connaught staff to develop and implement a maintenance plan for the hospital
- Delivering various small scale refurbishment projects
- Delivering the final stages of the Centre of Excellence in Infectious Diseases, a high profile and high priority project that will provide new high quality facilities for the HIV and TB outpatient clinics
- Working with Connaught leadership to develop an effective approach to prioritising areas for capital investment in buildings and new equipment
- Working with Connaught staff to develop a training programme to enhance the technical skills of the maintenance staff
- Supporting work to produce plans of the hospital site and improve space utilisation

### Person Specification

- **Qualifications:** Degree or equivalent experience in the fields of mechanical/electrical engineering, architecture, or project management and related areas. This is a varied role and applicants from a wide range of backgrounds will be considered.
- **Experience:**
  - Essential: At least 5 years' experience as either a senior project manager or estates manager within a hospital environment. Must have a proven track record in managing the tendering process, working with architects, site management, and managing contractors and in-house maintenance teams
  - Desirable: A mechanical and/or electrical background, proficient in computer aided design
- **Personal Characteristics:** Delivery-focussed, practical, resilient, tenacious, patient, emotionally intelligent, collaborative, quick to make sense of complex issues, culturally sensitive, and possessing excellent listening skills

### Support Provided to Volunteers

KSLP has well established systems for supporting volunteers in country with arrangements for accommodation and daily living. Arrangements will be discussed in more detail with individual applicants directly.

**To Apply:** Submit a cover letter (maximum 2 pages) and CV (maximum 4 pages) to [volunteer@kslp.org.uk](mailto:volunteer@kslp.org.uk). Please include the role title in the subject line of the email. Applications will be reviewed on an ongoing basis.