



AGA KHAN FOUNDATION

## **Aga Khan Foundation, Afghanistan**

### **Job Opportunities**

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Position: Hospital Management Training

Duty Station: Kabul

Announced Date: Dec 11, 2019

Closing Date: Dec 17, 2019

Vacancy Number: CS/KBL/12/19/107

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The Aga Khan Foundation (AKF) is a non-denominational international development agency established in 1967 by His Highness the Aga Khan. Its mission is to develop and promote creative solutions to problems that impede social development, primarily in Asia and East Africa. Created as a private, non-profit foundation under Swiss law, it has branches and independent affiliates in 19 countries.

AKF seeks to provide sustainable solutions to long-term problems of poverty, hunger, illiteracy, and ill health. In Afghanistan, AKF works with rural communities in mountainous, remote or resource poor areas to improve quality of life in the areas of natural resource management, market development, governance, education and health.

The Aga Khan Foundation, Afghanistan (AKF (Afg)) is an agency of the Aga Khan Development Network (AKDN), a group of international, private, non-denominational development agencies working to improve living conditions and opportunities for people in some of the poorest parts of the developing world. The Network's organizations have individual mandates that range from the fields of health and education to architecture, rural development and promotion of private-sector enterprise and institutions that seek to empower communities and individuals, usually in disadvantaged circumstances, to improve living conditions and opportunities.

#### **Rationale**

To achieve the goal and targets, where to increase awareness and built capacity of our government and organization medical staff and hospital staff at regional and national level

#### **Objective:**

To contribute to improved hospital management in selected AKDN managed hospitals by delivering management and quality improvement training.

Hospital management and quality improvement training have been provided to Management Team of 6 provincial and District hospitals that will contribute to improved hospital management system in selected hospitals.

#### **Outcomes**

- Improved understanding of hospital management and quality improvement concepts in hospital management teams
- Improved work unit performance in the hospital management team in a majority of participating hospitals



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- Based on post training evaluation, level of understanding about management and quality improvement concepts has increased within targeted hospitals.

Hospital teams have increased level of knowledge in the management field; they have identified existing performance gaps and developed their quality improvement action plans

#### **Main Duties and Responsibilities:**

- Collaborate with management to identify trainees needs.
- Schedule appropriate training sessions.
- Oversee and direct seminars, workshops, individual training sessions, and lectures.
- Plan and implement an effective training curriculum.
- Prepare hard copy training materials such as module summaries, videos, and presentations.
- Train and guide trainees who are new of this topic

#### **Qualifications Required**

Masters, PHD and consultancy with experience in the mentioned training of Hospital management in Past

#### **Deliverables**

- Hospital management training course delivered for Hospital Management Teams of up to 7 AKDN managed hospitals, Kabul maternity hospital staff, provincial and national MoPH staff.
- In total 27 people from 7 AKDN managed hospitals, MoPH Kabul maternity hospitals, provincial and national MoPH staff will receive hospital management training. Detailed participants list is attached.

#### **Reporting line**

To report directly to Health Department.

#### **Schedule:**

**Tentative Date:** December 22- 26, 019 (five days)

**Timings From** 900-1530 (with lunch and tea break)

#### **Proceedings**

- Formal opening and introduction
- Pre test
- Group work on objective of hospital management
- Group work on problems identifications



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- Group work and discussions on hospital departmental planning and services distribution
- Presentation on evolution and latest development in hospital sector
- Presentation and question answer session on hospital as a system
- Group work discussion and question answer session on hospital information system and hospital indicators.
- Presentation and question answer session on hospital waste management
- Interactive session on role of hospital administrator.
- Group work and presentation on patient's safety standard
- Conduction of posttest.
- Evaluation of training
- Certificate distribution
- Formal closing and certificate distribution ceremony

**Work location(s)**

Kabul

**Terms of Payment:**

The payment would be made to Consultant/Consultancy firm by AKF (Afg), after successful completing of deliverables and approval of HAPA Coordinator and following submission of the complete training report along with invoice. The payment would be transferred in one installment to the bank account of Consultant/firm, upon submission of relevant information about the bank account.

**Application**

Individuals/organizations interested in leading this consultancy/training must submit their CVs/fact sheets and a technical and cost proposal through electronic mail by COB Dec 17 2019 to [jobs.afghanistan@akdn.org](mailto:jobs.afghanistan@akdn.org)

**Important Notes:**

Please quote the Vacancy Number as the Subject of the e-mail when sending your application. Supporting documents, e.g. diplomas, recommendation letters, identification card(s) etc., are not required at this stage, therefore not to be sent along with the application.

Only short listed candidates will be contacted for further assessment.

**Female candidates are encouraged to apply. Aga Khan Foundation Afghanistan recruitment and selection procedures reflect our commitment to equal opportunity, safe guarding of children from abuse and zero tolerance to sexual-harassment.**

**Your details and information shared on this advertisement shall remain confidential.**