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| **Lady Medical Officer - Ipas** | |
| **1. Job Environment** | |
| **Position Information:** | **Reporting Lines:** |
| **Department/Division:** Program Implementation  **Placement:** District Office  **Location:** Flood-Affected Areas (Buner, Muzaffargarh, Rajanpur, Mansehra)  **Duration:** 1st September 2025 to 31st October 2025 | **Report To:**  Program Manager  **Work With**:  District team |
| **2. Job Objective** | |
| To provide quality clinical and reproductive health services, ensure effective referrals, and oversee health interventions in flood-affected areas, with special focus on maternal care, family planning, and emergency health needs of vulnerable women, adolescents, and children. | |
| **3.Functions of the Position** | |
| * Provide outpatient consultations, diagnosis, and treatment of common illnesses. * Deliver antenatal care (ANC), postnatal care (PNC), and safe delivery services. * Provide post-abortion care (PAC), family planning counseling, and service provision. * Ensure adherence to clinical protocols and infection prevention standards. * Lead emergency health interventions in flood-affected and displaced communities. * Supervise distribution and appropriate use of Clean Delivery Kits, Newborn Baby Kits, and essential medicines. * Provide health education on water-borne diseases, nutrition, and hygiene in post-flood conditions. * Identify and refer complicated maternal and child health cases to higher-level facilities. * Ensure referral linkages with Women-Friendly Spaces (WFS), GBV support services, legal aid, and psychosocial care. * Conduct community awareness sessions. * Provide medical support to cases referred by Community Mobilizers and CWCs. * Provide training to Social Organizers for community awareness sessions and also observe them doing their sessions. * Supervise and mentor LHVs, Midwives, and Community Mobilizers working in the targeted areas. * Conduct on-the-job training sessions on safe motherhood, newborn care, infection prevention, and family planning. * Monitor quality of services delivered in outreach and facility-based interventions. * Conduct joint health awareness sessions with the project team on nutrition, menstrual hygiene, breastfeeding, and maternal care. * Participate in community-based health campaigns in collaboration with local health authorities. * Support in mobilizing communities for utilization of services, especially facility-based deliveries. * Provide training to Lady Health Visitor on relevant procedures. * Maintain accurate patient records and ensure data entry in health registers. * Support preparation of service utilization reports, medical audits, and data quality checks. * Ensure compliance with safeguarding, confidentiality, and organizational policies. * Perform any other tasks assigned by the Supervisor/Project Coordinator as required for project implementation. | |
| **Special Condition:**  R-FPAP is committed to safeguarding and promoting the welfare of children and young people and expects all staff to demonstrate the willingness to sign and the adhere to the IPPF’s Code of Conduct and Safeguarding Policies  Rahnuma-FPAP staff must ensure compliance with appropriate safeguarding policies that reflect the standards and commitments in R-FPAP's safeguarding. These include Children & Vulnerable Adults Policy, Code of Conduct, Respect At Work Policy and Raising A Concern Policy from time to time, as well as the relevant local statutory provisions relating to safeguarding children and vulnerable adults'.  Prior to an appointment being confirmed completed background check including three verifies references, Police Check; Identity; Qualifications and experience check. | |

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| **4. Person Specification** | |
| **Education/Qualification:**  MBBS with valid PMDC registration along with 2 to 3 years’ experience on the same position in social sector around the theme of RH/SRH & Rights.  (Preference will be given to candidates trained on LARC and proficient in safe evacuation techniques (MVA) with additional training/diplomas in Gynecology & Obstetrics, Family Planning, or Public Health). | **Skills and Attributes:**   * Strong clinical and decision-making skills. * Good communication and counselling skills, particularly with women and adolescents. * Ability to work in emergency/disaster conditions and resource-limited settings. * Team leadership, mentoring, and coordination abilities. * Sensitivity to gender, cultural, and humanitarian contexts. |

**Note:** This job description defines the broad accountabilities of this position which may change based on organisational need. Please refer to divisional, team and individual work plans/targets for more specific details