

## JOB VACANCY – OUTREACH TEAM NURSE

Job Title	Outreach Team Nurse	Probation Period	3 Months
Location	Meru	No. of Direct Reports	
Reporting to	Outreach Team Leader-Meru	Budget Responsibilities (Y/N)	

MSI Reproductive Choices Kenya is an NGO registered in Kenya. We are affiliated to Marie Stopes International. Together we deliver PAC services, quality sexual and reproductive health care and family planning to millions of the world's poorest and most vulnerable women. We want to make sure that women have a choice when it comes to having children and that death by unsafe abortion is reduced.

We are looking forward to recruiting an Outreach Team Nurse who will be reporting to the Outreach Team Leader-Meru within the Programmes Operations Department. S/he will be held accountable to a clear set of KPIs on which s/he reports to Team leader regularly.

The Outreach teams are a vital part of MSI Reproductive Choices Kenya's work in Kenya. They enable us to reach communities that would otherwise be unserved by our services. These professionally competent and committed teams offer free, efficient, and high quality sexual reproductive health counselling and related services that are inclusive of all needs. As required, they provide referral & linkage to other MSI Reproductive Choices Kenya services. Liaising closely with local stakeholder partners (governmental and non-governmental) the teams build capacity of MoH personnel and work to ensure sustainability beyond the period of their project funding.

The strategic purpose of the Programme Operations Department is to ensure excellent delivery of all MSI Reproductive Choices Kenya's programme activities and the development and funding of new work.

The primary responsibility of this role is to further our Goal: **THE PREVENTION OF UNWANTED BIRTHS** and its mission of ensuring the individual's right to: **CHILDREN BY CHOICE NOT CHANCE**

The post holder commits to and is held accountable to Marie Stopes International global core values:

mission driven	customer focused	results orientated	pioneering	Sustainable	people centered
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Key Responsibilities	KPIs
<p><b>The position has the following key responsibilities.</b></p> <ol style="list-style-type: none"> <li>1. The excellent planning and running of the Outreach Team service to agreed clinical quality standards, inclusive and responsive to difference based on gender, age and people with disabilities.</li> <li>2. The efficient delivery of services reaching unserved communities for high impact.</li> <li>3. A continuous and well-planned service where resources are managed prudently, stocks are maintained at efficient levels and onward growth is enabled.</li> <li>4. Data collection that enables contract obligations to be met, improvements to be made and successes to be shared.</li> <li>5. Defining and realizing opportunities for sustainability beyond the period of funded work</li> <li>6. The excellent collaboration with the Outreach team to ensure that they perform at the top of their ability and are fully skilled for their tasks (whatever their role)</li> </ol>	<p>QTAs 90%+</p> <p>Referral numbers</p> <p>Service numbers and CYPs/target</p> <p>Cost per team/per CYP/target.</p> <p>Expenditure/budget accuracy.</p> <p>Progress reports</p>
<p><b>The excellent planning and running of the Outreach Team service to agreed clinical quality standards, inclusive and responsive to difference based on gender, age and people with disabilities.</b></p> <p><b>Activities include:</b></p> <ul style="list-style-type: none"> <li>• Provision of quality LARCs, STMs and assisting in permanent method provision</li> </ul>	

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<ul style="list-style-type: none"> <li>• Adherences to activity plans for the team against team's target.</li> <li>• Monthly self-assessments</li> <li>• Close analysis of client users and actions taken to extend reach to under-served</li> <li>• Accurate and proper information is passed to clients.</li> <li>• Participate in planned promotional activities including educational and awareness-raising events with clients, community members and other stakeholders.</li> <li>• Assist in collecting and implementation of client feedback</li> </ul>	<p>Services delivered. Monthly activity plans.</p> <p>Self-assessment/month Client feedback</p>
<p><b>The efficient delivery of services reaching under-served communities for high impact.</b> <b>Activities include:</b></p> <ul style="list-style-type: none"> <li>• Regular efficient and well received services to the target group.</li> <li>• Integration and interface with other MSI Reproductive Choices Kenya channels for complementary delivery</li> <li>• Clear engagement with community Health Volunteers and facility in charges</li> <li>• Mentoring of MOH providers</li> </ul>	<p>CYPs/target Referrals and Synergy Complementary CHWs activities</p>
<p><b>A continuous and well-planned service where resources are managed prudently, stocks are maintained at efficient levels and onward growth is enabled.</b> <b>Activities include:</b></p> <ul style="list-style-type: none"> <li>• Financial management effectively enables continuous delivery of agreed plans on budget.</li> <li>• Sharing of monthly team schedule</li> <li>• Stock management with 2month buffer</li> <li>• Support in Vehicle management</li> </ul>	<p>Cost per CYP Stock take Vehicle records</p>
<p><b>Data collection that enables contract obligations to be met, improvements to be made and successes to be shared.</b> <b>Activities include:</b></p> <ul style="list-style-type: none"> <li>• Monthly reports tracks performance each month and cumulatively</li> <li>• Data entered on time into CLIC Plus.</li> <li>• Support in data and reports when called upon.</li> <li>• Time taken to review and learn.</li> <li>• Proper record keeping of client's data and consent forms</li> </ul>	<p>Expenditure/budget accuracy Commodity management report.</p>

### Knowledge, Skills and Attitudes

#### Qualifications:

- Diploma/Degree in Clinical medicine or Nursing
- Kenya Registered Community Health Nurse (KRCHN) or Kenya Registered Clinical Officer
- Postgraduate training will be an added advantage.

#### Skills/Experience:

- Ready and willingness to travel > 75 % of time.
- Proven experience in healthcare field with line management authority
- Demonstrated numeracy and basic accounting skills.
- Customer focussed service delivery skills.
- Family Planning counselling skills
- IT literacy confident using MS Office
- Excellent people skills and drive to succeed.

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### Attitude / Motivation:

Successful performance at MSI Reproductive Choices Kenya is not simply defined in terms of ‘what’ people achieve, but equally is about ‘how’ people go about their jobs and the impact that they have on others. There are 13 key behaviours that MSI encourages in all employees, and they are defined below:

- **Initiative**  
Thinking and taking action to make the most of opportunities by finding the optimum solution
- **Innovative**  
Thinking creatively and outside of the box so that ideas generated create a positive outcome
- **Effective Communication**  
Communicating through active listening and good questioning techniques, using appropriate body language, ensuring information is clear and concise. Demonstrating diplomacy and maintaining confidentiality.
- **Responsive**  
Being responsive to changing priorities and demands
- **Working Efficiently**  
Planning, prioritising, and organising work to ensure work is accurate and deadlines are met
- **Sharing Information**  
Sharing information and knowledge whilst maintaining confidentiality
- **Focus on Learning**  
Taking responsibility for keeping knowledge and skills updated and for seeking opportunities to develop further
- **Commitment**  
Awareness and understanding of MSI Reproductive Choices Kenya’s goals, vision, and values and how your role impacts on this and going the extra mile to meet role requirements
- **Driven**  
Drive and determination to deliver results
- **Accountable**  
Taking responsibility for appropriate decisions that you make, and the actions and behaviour you demonstrate. Demonstrating integrity in all aspects of your work including financial integrity.
- **Embracing Change**  
Openness to embracing change within the organisation and being able to adjust plans/activities accordingly
- **Motivated**  
Motivation towards achieving quality results to maximise potential
- **Team Player**  
Working as part of a team by being supportive, flexible, and showing respect for each other

### How To Apply

**Suitable and qualified internal and external candidates** should fill in his/her details via <https://hcm.mariestopes.or.ke/recruitment.jsp?view=1:0> and email one document combining an application letter and CV to [pd@mariestopes.or.ke](mailto:pd@mariestopes.or.ke) on or before **17th January 2025**. The subject of the email should read **Outreach Team Nurse**. The applications shall be reviewed on a rolling basis. **Do not attach** certificates and testimonials. Marie Stopes Kenya is an equal opportunity employer and does not ask for fees at any stage of the recruitment process. Successful candidates must abide by MSI’s Antifraud & Bribery Policy and Safeguarding Policy, including protection of children and vulnerable adults.