



## **Ambulens sevis bilong yumi**

File: PD2301122SD1

### Position Description

# **Paramedic (AU Registered)**

Location: Port Moresby, Lae, Mount Hagen and Kokopo

Department: Operational Support

Employment type: Various: full-time / part-time / short-term / casual

Approved by: Chief Executive

Date approved: 22 November 2023

### **ST JOHN'S PURPOSE**

To support Papua New Guineans in their time of greatest need by delivering excellence in emergency care and providing timely access to health care; whether in the biggest city or remotest village, hand-in-hand with the Government.

### **ST JOHN'S MISSION**

To protect life and provide expert care for Papua New Guineans in sickness, distress, suffering and danger, free from any distinction of tribe, class, or creed.

### **ST JOHN'S VALUES**

**Trust and respect** – for patients, partners, and stakeholders

**Passionate and unselfish** – in how we go about serving others

**Commercially astute** – forward thinking in using social enterprises to ensure a financially sustainable charitable organisation

**Transparent and accountable** – in all our dealings with employees, patients, partners, and the public

**Never standing still in pursuing excellence** – always striving and innovating to deliver best value and better outcomes for our patients, clients, staff, and country.



## 1. POSITION SUMMARY

St John PNG is advertising for Australian-Registered Paramedics to support a joint PNG-Australian initiative funded by the Australian Government (the Project). The Project will run for 3 years from April 2024 (with in-country training prior to commencement).

As a St John PNG Paramedic (Australian-registered), your primary responsibility will be responding to calls for medical assistance from Australian staff attached to the Project, who will be based in Port Moresby, Lae, Mount Hagen and Kokopo. You will be responding with a locally-trained clinician.

When you are not responding to medical assistance calls, you will assist with developing and training local ambulance personnel, coordinating and administering clinical development projects and other capacity-building initiatives.

### **Role durations available:**

- Full-time roles of up to 3 years (with in-country preparatory training)
- FIFO short-term roles to support periods of leave, or 3- to 6- month rotations into the project

Our strong preference is for candidates who are able to commit to 1-2 year contracts and there is a financial bonus for candidates who complete a 2-year contract. We will consider applicants for shorter-term contracts (to cover leave or rotate in to the project).

Please specify in your application the length of role you are interested in.

### **St John PNG offers the following:**

- Competitive salary (PNG tax rates apply)
- Accommodation (modern, safe and fully furnished apartments in Port Moresby, Lae, Kokopo or Mount Hagen, depending on project requirements)
- Domestic transport
- In-country medical insurance and overseas medical evacuation
- Professional medical indemnity insurance
- Return flights
- In-country training and professional development opportunities (duration and content based on existing qualification level and length of role)
- Other benefits based on duration of role. Up to 8-weeks leave per year (taken in 4-week blocks) is available for roles of 2-years duration.



## 2. POSITION CONTEXT

You will report to:

- Project Manager – Enterprise Medical Services
- Executive Director Clinical Systems and Specialised Operations

The following positions will report to you:

- Nil

You will work with a PNG-trained clinician (Nurse, Health Extension Officer or Ambulance Officer) as part of a double response crew.

## 3. GENERAL RESPONSIBILITIES & OUTCOMES

This position will ensure successful delivery of:

1. Project health services to the standard expected of the client and St John.
2. High-quality training and mentoring for ambulance personnel.
3. Project administration and projected-related clinical governance
4. Emergency response to incidents and emergencies requiring paramedical care

This position's responsibilities include:

- Providing paramedical care to patients in the out of hospital environment, on an ambulance, in an aircraft, or in a health facility
- Working as part of a multidisciplinary team to deliver high quality health care to patients
- Providing training, assessment and mentoring for ambulance personnel and other health workers
- Reviewing and developing high-quality, student-focused ambulance training programs for St John's professional and reservist ambulance personnel.
- Assisting in the administration and coordination of clinical governance and organisation development projects
- Doing all that is possible to ensure an excellent patient, customer and client experience and positively representing St John Ambulance to customers and clients
- Support the objectives and activities of St John Ambulance in Papua New Guinea
- Assisting with other projects from time to time to enhance the enterprise (commercial fundraising) and charitable work of St John Ambulance in Papua New Guinea.

The duties and responsibilities represented in this Position Description do not limit the duties to be performed, and there is the ability to undertake other suitable capacity-building projects that align with the paramedic's skills and experience.

*For the Service of Humanity*



## 4. SELECTION CRITERIA

The following criteria must be met for you to be considered for this position:

### 4.1 Essential

- At least three years' experience working as a paramedic with an ambulance service recognised by the Council of Ambulance Authorities
- Bachelor of Paramedicine or equivalent qualification and experience (e.g. Diploma of Paramedicine with appropriate experience)
- Registration as a paramedic with the Australian Health Practitioners Regulation Agency

### 4.2 Desirable (but not essential)

- Post graduate qualifications in critical care or paramedic education
- Advanced Life Support level 2 or equivalent qualification
- Experience working in an aeromedical and/or rescue environment
- Experience facilitating paramedic training in the workplace or at a job site
- Certificate IV in Training and Assessment (TAE)
- Experience in administration / coordination of clinical projects
- Experience managing teams
- Other relevant experience that could contribute to ambulance service capacity-building.

## 5. POLICIES AND WORKPLACE PRACTICES

All St John employees, volunteers, reservists, and associates are required to acquaint themselves with the St John's policies and procedures, and to abide by them at all times. It is always expected that, employees will:

- be respectful towards the organisation, colleagues, clients and the general public, and maintain the highest degree of confidentiality to patient and sensitive workforce information
- be cognisant with and uphold the Objectives of St John
- act collaboratively with all colleagues
- act in a safe and responsible manner.

## 6. HOW TO APPLY

Please use the link below to apply for this role:

[Apply for this role](#)