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International Organization for Migration (IOM)
The UN Migration Agency

Return of Qualified Afghans Programme TERMS OF REFERENCE

I. POSITION INFORMATION	
Position title:	Midwife
Host Institution:	City Medical Complex
City:	Kabul
Position number:	3
Organizational unit:	Midwifery
Reporting directly to:	Gynaecologist
Overall supervision by:	Head Midwife
Managerial responsibility:	Head Midwife
Directly reporting staff:	Head Midwife

II. ORGANIZATIONAL CONTEXT AND SCOPE
<p>Under the direct supervision of Head Midwife and the overall supervision of Gynecologist the candidate will be primarily responsible for:</p> <ul style="list-style-type: none"> • examining and monitoring pregnant women • assessing care requirements and writing care plans • undertaking antenatal care in hospitals, homes and GP practices • carrying out screening tests • providing information, emotional support and reassurance to women and their partners • taking patient samples, pulses, temperatures and blood pressures • caring for and assisting women in labour • monitoring and administering medication, injections and intravenous infusions during labour • monitoring the foetus during labour • advising about and supporting parents in the daily care of their newborn babies • helping parents to cope with miscarriage, termination, stillbirth and neonatal death • writing records



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III. RESPONSIBILITIES AND ACCOUNTABILITIES

Main duties and responsibilities:

- Give the necessary supervision, care and advice to women during pregnancy, labor and the postpartum period.
- Provide full antenatal care, including screening test in the hospital, community and the home.
- Provide counselling and advice before and after screening and tests.
- Conduct deliveries on her own and care for the newborn infant.
- Manage complications in pregnancy and childbirth, in accordance with the principles of basic emergency obstetric care.
- Identify high risk pregnancies and making referrals to doctors and other medical specialists.
- Provide support and advice following events such as miscarriage, termination, stillbirth, neonatal abnormality and neonatal death.
- Provide primary care to women of productive age, in accordance with the Basic Package of health Services.
- Supervise the provision of primary health care within the community by female health workers.
- Counsel and educate women, the family and the community, in relevant areas of health and provide a programme of parenthood preparation and a complete preparation for childbirth including advice on hygiene and nutrition.
- Give support and advice on the daily care of the baby, including breastfeeding, bathing and making up feeds.
- Provide all non-surgical methods of family planning, and counselling for surgical methods.
- Follow established health center policies, procedures and objectives; continuous quality improvement initiatives; safety, environmental, and infection prevention standards.
- Decreased risk of needing a caesarean and reduced rates of labor induction and augmentation.
- Help to decrease infant mortality rates and preterm birth and take all initiatives which are necessary in case of need and carry out where necessary immediate resuscitation.
 - Help to decrease maternal mortality rate and pregnancy related sufferings



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IV. COMPETENCIES

The incumbent is expected to demonstrate the following technical and behavioural competencies:

Behavioural

Accountability

- Accepts and gives constructive criticism
- Follows all relevant procedures, processes, and policies
- Meets deadline, cost, and quality requirements for outputs
- Monitors own work to correct errors
- Takes responsibility for meeting commitments and for any shortcomings

Client Orientation

- Identifies the immediate and peripheral clients of own work
- Establishes and maintains effective working relationships with clients
- Identifies and monitors changes in the needs of clients

Continuous Learning

- Contributes to colleagues' learning
- Demonstrates interest in improving relevant skills
- Demonstrates interest in acquiring skills relevant to other functional areas
- Keeps abreast of developments in own professional area

Communication

- Actively shares relevant information
- Clearly communicates, and listens to feedback on, changing priorities and procedures
- Writes clearly and effectively, adapting wording and style to the intended audience
- Listens effectively and communicates clearly, adapting delivery to the audience

Creativity and Initiative

- Proactively develops new ways to resolve problems

Leadership and Negotiation

- Convinces others to share resources
- Presents goals as shared interests

Performance Management

- Provides constructive feedback to colleagues
- Provides fair, accurate, timely, and constructive staff evaluations

Planning and Organizing

- Sets clear and achievable goals consistent with agreed priorities for self and others
- Identifies priority activities and assignments for self and others



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- Organizes and documents work to allow for planned and unplanned handovers
- Identifies risks and makes contingency plans

Professionalism

- Masters subject matter related to responsibilities
- Identifies issues, opportunities, and risks central to responsibilities
- Incorporates gender-related needs, perspectives, and concerns, and promotes equal gender participation
- Persistent, calm, and polite in the face of challenges and stress
- Treats all colleagues with respect and dignity

Teamwork

- Actively contributes to an effective, collegial, and agreeable team environment
- Contributes to, and follows team objectives
- Gives credit where credit is due
- Seeks input and feedback from others
- Delegates tasks and responsibilities as appropriate
- Actively supports and implements final group decisions
- Takes joint responsibility for team's work

Technological Awareness

- Learns about developments in available technology
- Proactively identifies and advocates for cost-efficient technology solutions
- Understands applicability and limitation of technology and seeks to apply it to appropriate work

V. EDUCATION AND EXPERIENCE (*specific to the category and (expected) level of the position*)

- A Completed university degree in Midwifery
- Minimum Two years of relevant work experience in Midwifery with demonstrable successes
- Excellent verbal and written communication skills in Dari/Pashto.

VI. LANGUAGES

Required

- | | |
|---|-------------------------------------|
| <ul style="list-style-type: none"> Dari Pashto English | <p>Fluent
Fluent
Medium</p> |
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