



## JOB DESCRIPTION

### NURSE-VACCINATOR: COVID 19 RESPONSE

|                          |                                  |
|--------------------------|----------------------------------|
| <b>Reporting To</b>      | COVID-19 Coordinator & SCPHN     |
| <b>Directorate/Unit</b>  | USAID Imarisha Jamii Project/MOH |
| <b>Physical Location</b> | Turkana County-Kenya             |
| <b>Working Station</b>   | Turkana County                   |

#### 1. Purpose of the Position

To administer or prepare the COVID-19 vaccine to suitably screened and consenting individuals, according to vaccine administration protocol. COVID-19 vaccination providers are responsible for providing a safe environment for both consumers and staff. All vaccination staff must have the knowledge, technology, and equipment to provide the best possible care, and are accountable for the care they provide

#### 2. Other Resources Under Your Responsibility (Equipment and Assets)

These may include and not limited to files computers, printers, safe, modem, vehicles etc.

#### 3. Principal Responsibilities

| Key Area   | Functions  |
|--|--|
| <b>Risk communication and community engagement</b> | <ul style="list-style-type: none"> <li>Support reduction of structural barriers to Information on COVID 19 through Risk Communication and Community Engagement</li> <li>Devise strategies in order to scale up information reaching the community on COVID-19 vaccination.</li> <li>Engaging Local administration and local leaders to achieve COVID-19 vaccination targets</li> <li>Health Talks to increase uptake of COVID-19 Vaccine at the facility and community Levels</li> </ul> |
| <b>Vaccination against COVID-19</b>                | <ul style="list-style-type: none"> <li>Determine clinical suitability for vaccination, including identifying any contraindications</li> <li>Obtain and document informed consent from patients</li> <li>Administer the COVID-19 vaccine in accordance with training protocols</li> </ul>   |

|   |   |
|---|---|
|   | <ul style="list-style-type: none"> <li>• Document that vaccine has been administered in the electronic immunisation register</li> <li>• Providing after-care including follow-up appointment and adverse event advice to patients</li> <li>• Preparing vaccine doses for administration by reconstituting and drawing up doses from multi-dose vials</li> <li>• Meet the clinical governance framework set out by the relevant health service</li> <li>• Familiarise self with all clinic electronic forms, vaccine administration protocols, vaccines, and follow-up information to be given to clients</li> <li>• Check emergency equipment, ensuring that adrenaline and adrenaline protocol (laminated) is at hand</li> <li>• Provide administrative and supportive roles to the vaccination team</li> <li>• Record on job action sheet, any problems, expected or unanticipated, and how these were resolved</li> <li>• Provide supervision role to emergency authorised workforce</li> <li>• Attend team meetings as directed by supervisor</li> <li>• Give Clinical Lead feedback about what is working well and what is not working</li> <li>• To assist activities for high coverage of COVID19 vaccination particularly among peri-urban and migrant populations</li> </ul> |
| <b>COVID-19 Adverse Events Monitoring</b> | <ul style="list-style-type: none"> <li>• Develop and Share/Utilize weekly COVID-19 Situational Reports (Sitrep) including Vaccination Adverse events</li> <li>• Utilize COVID-19 tools for planning and safety monitoring</li> <li>• Integrate Reporting of COVID-19 Adverse Events due to (vaccination)in Weekly IDSR (Cost Neutral)</li> </ul>  |
| <b>Integration of Services</b>            | <ul style="list-style-type: none"> <li>• Ensure COVID-19 Vaccination services are integrated with other programs at the facility and community level</li> </ul>   |

#### 4. REQUIRED QUALIFICATIONS

- Diploma or Higher Diploma or Degree in Nursing from an accredited institution
- Registered by the Nursing Council of Kenya
- Have a Valid Nursing Practice License
- Training Certification on the Kenya COVID-19 Vaccination Program

#### EXPERIENCE

- At least 2 years of related professional experience, with technical knowledge and understanding of the Kenya COVID-19 Vaccination Program
- Demonstrated ability to plan and implement COVID-19 interventions, using a variety of methods
- Ability to build positive working relationships, characterized by mutual respect and professional courtesy, with counterparts and program beneficiaries across cultural, linguistic and geographic boundaries
- Excellent interpersonal skills and ability to work successfully in multi-disciplinary team; manage multiple tasks concurrently; meet deadlines with attention to detail and quality

- Understanding of the global and National COVID-19 Response Priorities and targets
- Ability to work/travel in remote areas of assigned region within short notice
- Strong leadership skill and ability to transfer this skill to others

## **SKILLS AND COMPETENCIES**

- Must be ICT proficient.
- Analytical and attention to details
- Good coordination, problem solving and networking skills
- Demonstrated self-starter (i.e., motivation, dealing with pressure, adaptability).
- Oral and written fluency in English required.
- Ability to communicate well within and across diverse groups
- Interpersonal skills (including consent and communication)
- Preparation and/or handling (including multi-dose vial handling)
- Vaccine administration (where applicable) this includes a minimum of five supervised vaccination procedures
- Adverse events following immunization (AEFI) procedures

## **6. ENVIRONMENTAL CONDITIONS**

### **6.1 Work Environment**

Vast regions: Covering many health facilities across counties which may be far apart. Required utilize the means of transport available to reach the supported sites. The role is largely field based.

### **6.2 Hours of Work**

38 hours per week, Monday to Friday with official working hours from 8.00am to 5.00pm with one hour lunch break and on Friday, the official working hours are 8.00am to 2.00pm