

Role Description

Role	<i>Rheumatic Heart Disease Director</i>
Location	<i>Honiara</i>
Reports To	<i>DSHI, NCD Director, SITAC (via Technical Advisory Committee Chairman)</i>
Subordinates	<i>RHD Community Liaison RHD Champions</i>

The position

The Rheumatic Heart Disease (RHD) Director position represents a unique career opportunity for an individual to extend their experience as a public health professional whilst at the same time contributing to an important public health challenge in Solomon Islands. This position will assist with the achievement of Health Strategic Plan 2023 to 2031, and the national non-communicable disease (NCD) multisectoral Policy plan 2024 to 2031 covering targets in relation to RHD.

The position aims to implement and support the delivery of:

- (1) A comprehensive national register-based RHD secondary prevention programme that engages and empowers people living with RHD to advocate for themselves.
- (2) Implementation of National Acute Rheumatic Fever (ARF)/RHD guidelines for the clinical care of patients with ARF/RHD.
- (3) A model for RHD early case detection including a national case detection programme; &
- (4) Primary prevention guidelines including ongoing national health promotion and awareness.

Key duties

1. Provide leadership, strategic direction and mentoring to key implementation partners, and provincial coordinators in the Solomon Island.
2. Preparation of annual and quarterly plans, national level benzathine adherence data collection and reporting including consolidation of provincial data.
3. Ensuring adequate benzathine penicillin supply and resolution of supply issues at national level as required

4. Overall quality assurance and monitoring of RHD curriculum in undergraduate and postgraduate courses
5. Support the integration of RHD with NCD and, where appropriate, other public health programmes, and RHD advocacy including ministerial briefings and general media opportunities.
6. Provide secretarial and overall coordination of the national Technical Advisory Committee (TAC) for RHD.

Key Performance Indicators *(aligned to national MHMS Strategy plan 2022- 2031, MHMS Role Delineation Policy (RDP) and the NCD multisectoral strategic plan, policy and Road Map 2024- 2031).*

1. National and provincial adherence reports submitted to NCD Director and RHD TAC on a quarterly basis and annual RHD activity reports prepared and submitted to the Deputy Secretary Health Improvement and to Permanent Secretary Health.
2. Annual work plans prepared and submitted to NCD Director and RHD TAC meetings arranged and minutes each quarter.
3. Conduct at least one nurse or Medical Officer training quarterly reports.
4. Represent RHD program at all relevant Ministry stakeholder meetings.
5. Ensure ARF/RHD is formally integrated into the undergraduate and postgraduate curricula at all institutions that offer nurse and medical officer training at SINU and others
6. Ensure that at least 90% of pharmaceutical commodities and consumables are available at all times.

The Person

The RHD Director qualification requirements include Master/Bachelor of Public Health or MBBS or Nursing. Whilst this position may be a nurse, a health background with public health experience is essential. Registration or practising licence requirement as appropriate and tailored to MHMS proposed structure. In addition, the following knowledge, experience, skills, and abilities are required to successfully undertake this role:

Knowledge and Experience

1. Comprehensive understanding and the use of information and reporting systems in the Solomon Islands
2. Proven experience as a trainer and supervisor (within a Project environment)
3. Knowledge of Word, Excel, general principles and practice of monitoring and evaluation, data collection and entry.
4. Demonstrated knowledge and experience in the planning and implementation of health programs.
5. Intimate knowledge of the Solomon Islands health system as well as specific and relevant clinical guidelines.

Skills and Abilities

1. Extensive project management skills including preparation of work plans and time plans.
2. Demonstrated computer literacy, including Word, Excel and email.
3. Ability to work independently and to a timeline is critical for this leadership role.
4. Demonstrated ability to work autonomously and as part of a team and in a leadership capacity.
5. Demonstrated ability to write reports, including, donor reports, annual and monthly activity reports, and submitting in a timely manner.
6. Demonstrated ability to effectively manage and prioritize workload to achieve project outcomes in a timely manner.
7. Ability and willingness to travel within the Solomon Islands.

Personal Character and Eligibility

As the applicant will be working with the MHMS, the RHD Director must have a clear police record and will be required to provide a police clearance as a condition of employment. The normal requirement of being a Solomon Islands Citizen under the retirement age of 55 years can be waived under special circumstances.

Applications

Completed applications addressing the selection criteria and with an up-to-date CV, should be sent via email to elmah.panisi@livelearn.org or hand delivered to the Live & Learn office during business hours (addressed to Elmah Panisi Sese, Live & Learn Country Manager, Red Cross Building, Lombi Crescent, New China Town, Honiara, Phone 23698).

Applications should be submitted by midnight Honiara time on **Sunday 24th August 2025**.

Applications received after the closing date cannot be considered. Only shortlisted candidates will be contacted.

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