

Raleigh
International

Recruitment Pack

Volunteer Medical Advisor





Introduction to Raleigh

There are 1.8 billion solutions to sustainable change – this generation of young people

In today's world more is being done than ever before to ensure a sustainable way of living in developing countries, but it is still not enough. We recognise that many barriers prevent people from creating lasting change in their world. The barriers communities face are not always tangible (resources, structure, governance) but can be intangible too (awareness, knowledge, confidence) – so new ways of approaching sustainability are needed.

At Raleigh, we believe that the energy and optimism of young people is a critical part of the answer.

By working alongside youth to create positive change communities build their confidence and become empowered. The energy and motivation of empowered people in these communities creates lasting change.

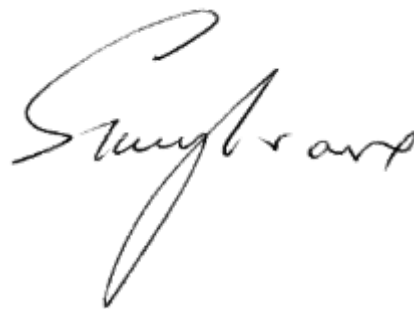
Facilitated by Raleigh's programmes and delivery models, we bring together passionate young people who want to take positive action and courageous communities wanting to take control of their own future – all with the shared goal of creating youth-driven change that lasts.

Our programmes meet the needs of the present without compromising the ability of future generations to meet their own needs, in Costa Rica, Nicaragua, Tanzania and Nepal.

A career at Raleigh International being a key part of creating this change is exciting, fulfilling – but above all, needed.

Every employee at Raleigh is a changemaker and I know that if you are successful in being selected in this role that you will be contributing to an important legacy of change.

Best wishes,



Stacey Adams
Chief Executive

Raleigh's vision

Our vision is for young people everywhere to be able to change the world

And we achieve this by empowering young people with the skills, experience and connections to be leaders of change

Raleigh therefore exists to create youth-driven change that lasts

Raleigh International is a youth-driven sustainable development charity. We focus on working for and with young people to inspire and make positive change in four areas: promoting youth in civil society, providing access to safe water and sanitation, protecting vulnerable environments and building livelihoods and enterprises.

Our way of working to achieve impact is by engaging young volunteers through delivery programmes: Raleigh Expedition, International Citizen Service (ICS), a UK government-funded development programme, and national youth programmes where we work solely with local youth volunteers in-country.

By working through youth, we develop young leaders and ensure young people are connected, valued partners in development.





Why work for Raleigh International?



Innovation

As an £8m revenue organisation with 120 employees worldwide we are in the enviable space that we are big enough to attract the best talent and create impact levels that attract partners like the UK Department for International Development (DFID), but also small enough to be flexible and agile with our programming.

Recent examples of innovation include: a ground-breaking new social accountability through youth project where beneficiary-led reporting on development projects is holding NGOs to account; and, a digital skills based training pilot to get young people to apply their tech knowledge to development challenges.



Youth

Working alongside young people is incredibly inspiring and motivating. They are full of energy, enthusiasm and ideas for new ways of thinking and doing. The passion and positivity for creating sustainable change from young people is infectious and makes all roles with Raleigh, no matter what they are, energising and refreshing.



Your impact will be felt

Raleigh's size means that you can have a big impact on the organisation with your role. We run efficient teams with core, essential skillsets and it is likely that you will be able to help shape the strategy and implementation of your team's plans, and bring your ideas to the fore. Each role in our organisation is essential and its impact can be felt on a day-to-day basis with the delivery of our programmes.



Our culture

Raleigh is a friendly, positive and collaborative place that feels more like a family than a workplace. Our people are at the heart of the organisation. Connecting and sharing with each other and having fun together are as important as the work we do.

We're also a learning organisation and believe very much in having the skills to succeed. Ongoing learning and development initiatives are something we are passionate about.

What makes Raleigh different?



Raleigh delivers impactful youth-driven projects in four different programmatic areas that all link to and support the UN's Sustainable Development Goals.

We have world-class partners and funders such as DFID, UK Aid Direct, Novartis; have been nominated for BOND International Development awards; are sector-leading in volunteer safety having helped create the BS8848 safety overseas standard; and have evidenced our impact with organisations such as the Overseas Development Institute and New Economics Foundation.

However, what makes Raleigh different is our way of working:

- Three-Lens approach. We believe in the power of youth to create change that lasts, and so we focus on collaborating with young people as both partners and leaders in development. We work to ensure they have the skills and knowledge to continue leading positive change.
- National youth programming. Whilst we recognise the power of diversity that our international volunteer programming brings, Raleigh knows that true sustainable change will come from investing in the youth of the countries where we work.
- Legacy of young active global citizens. For over 35 years Raleigh has helped create youth leaders who are inspired and empowered by their Raleigh experience to go and continue to create change in their home communities and nations, find out more [here](#).

You can read more about our impact [here](#).



Raleigh's values

All organisations have their values, but Raleigh really is an organisation that strives to recruit based on cultural fit and hire people who really embody, not just embrace, our values. Above all we are an organisation of motivated doers, so our values are action-orientated. Here are our values and some stories from employees as to how they live those values.

Find the courage

We find the courage to step out of our comfort zone and create change.

“We find the courage to speak up for a cause and take action.”

Jyotir, Operations Officer, Nepal



Open to discovery

We are open minded to trying new things and learn from one another.

“I’ve been able to experiment with new technologies to celebrate the work we do in innovative ways.”

Chris, Senior Digital Communications Officer, UK



Act with integrity

We act with honesty and respect and we take responsibility for doing what we say.

“We are determined to do what we say and our actions show our adherence to honesty, strong moral principles and respect.”

Laurence, Operations Manager, Tanzania



Create impact together

We seek to maximise long-lasting impact in everything we do.

“No matter the role or country, we are all united in creating sustainable change together.”

Jessica, Senior Alumni Engagement Officer, UK

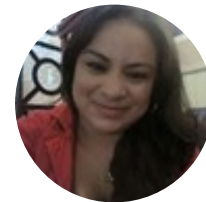


Never give up

We have the grit, determination and resilience to get the job done.

“We do not give up and we adapt to different cultures, contexts, people and countries to do our work in the best way.”

Hellen, National Volunteer Coordinator, Nicaragua





Role description

About the role

Are you a UK registered GP?

Are you keen to connect with Raleigh and Expedition Medicine, whilst continuing your routine practice?

Would you like to use your skills and experience to help Raleigh achieve its Vision?

This is an exciting opportunity for a GMC registered GP to become part of our well-respected Medical Team. We are responsible for promoting the health of approximately 2000 volunteers per year and responding to medical incidents that occur. The team is made up of about 50 short-term volunteer field medics a year, who are supported by experienced permanent UK-based nurses. You will join our existing Volunteer Medical Advisor in providing flexible pre-departure screening advice, incident response and practice development support to our UK Head Office. This is a fascinating and unique role, ideal for a GP interested in expedition medicine governance and practice.

At Raleigh, we pride ourselves on our robust, practical, and effective health and safety systems. We have over 30 years of experience in this area and have always endeavored to be at the forefront of the development of medical systems for overseas volunteering programmes.

You will join the medical team at an exciting time, with a number of new medical training and research projects underway. Nominated by our peer organisations, Raleigh has contributed to the formation of the British Standard for the sector.

If you have a passion for best practice in expedition medicine and want to dedicate some spare time to a worthwhile and interesting cause, we would love to hear from you! For an informal chat, and to arrange to talk to our current Volunteer Medical Advisor, call Katie Beck (Medical Lead) on 0203933843 or email k.beck@raleighinternational.org

Contract

Voluntary role. Flexible hours plus on-call duties. It is anticipated that the successful applicant would devote approximately 6 hours per week for 26 weeks per year, plus attend a 2 hour Medical Reference Group Meeting every 6 weeks (via video link).

Location

As this role is primarily to provide telephone/email advice on an on-call basis, it can be completed from anywhere in the UK (access to phone signal/Internet is essential)



Accountabilities

Pre-departure health support

- Assist Raleigh Head Office Nurses to make clearance decisions regarding individuals which they have identified as having complex medical histories.
- Gather necessary information from medical team and about proposed locations to make recommendations on suitability and / or reasonable adjustment for applicants with a history of mental health problems for specific assignments
- Advise on re-clearance after a medical incident.
- Support Raleigh with information where there are appeals against clearance decisions
- Advise on any other elements of clinical pre-departure support necessary (e.g. health briefings, medic recruitment standards, screening policies and practices).

Overseas health support

- Act as secondary source of medical advice on treatment/management of medical conditions whether these are being managed locally by Raleigh's volunteer medics, at a local facility or by the medical assistance company.
- Provide medical direction to Senior Nurses and Medical Lead in the management of medical cases that fall beyond their scope of practice.
- Act as medical back-up to emergency on call phone holder on a rota basis to help supply 24/7 medical support to Raleigh.
- Advise on any other elements of overseas clinical support necessary (e.g. treatment guidelines).

Accountabilities continued

Professional oversight

- Attend Online Medical Reference Group meeting every 6 weeks
- Provide professional feedback and opportunity for reflective practice to the Raleigh Head Office Nurses.
- Contribute to the development of Raleigh's Medical Governance Framework
- Abide by GMC recommendations of confidentiality and medical records

Travel health network

- Stay informed and up to date with current travel medicine best practice.
- Maintain access to the appropriate information channels and networks to assist Raleigh to manage outbreaks and health scares
- Link with colleagues in Travel Medicine outside Raleigh for discussion, learning and sharing ideas

Health Policy

- Advise and contribute to Raleigh's health related policy in the light of international best travel medicine practice.
- Advise and contribute to health policy and guidance documents for employees and volunteers and their managers



Person specification

Essential

- Medical Doctor with qualification and at least 2 years' experience in UK General Practice
- Licensed to work in the UK with membership of an appropriate medical defense organization
- GMC registered
- Demonstrates ability to work effectively as part a multi-disciplinary team
- Patience and ability to withstand frustration of Raleigh's developing systems and processes
- Excellent oral and written communication skills
- Willing and able to offer some back up to 24 hour on-call emergency phone holder on rota basis
- Commitment to Raleigh's values

Desirable

- Raleigh Alumni
- Lived and worked in a resource poor environment
- Understanding of the limitations of local health service delivery and facilities in resource poor settings
- Work with young adults
Special interest and experience in mental health
- Special interest and experience in travel/ expedition medicine
- Special Interest in Occupational Health
- Administratively self-supporting and information technology literate (Microsoft packages)

Other information

Office hours

Our office hours are Monday to Friday, 9am -5pm. Although the Volunteer Medical Advisor is welcome to visit the Medical Team in the office within those times, the role is primarily anticipated to be carried out from home/the Advisor's work base. Due to the on-call element of the role, occasional early morning, weekend and evening working may be required.

Equal opportunities, safeguarding and vulnerable adults

Raleigh International is committed to ensuring equal opportunities and the health, safety, welfare and development of all people with whom it works regardless of gender, age, stage of development, disability, sexual orientation, religion, culture or ethnicity. All staff and participants who take part in activities organised by us should enjoy working and taking part without fear of harm. We guide all staff and participants to show respect for and understanding of people's rights and their safety and welfare and by so doing, conduct themselves in a way that reflects our principles.

Employment eligibility

To be considered for this role applicants must have British Nationality or have a right to live and work in the UK.

Anti-corruption policy

It is Raleigh International's policy to conduct organisation business honestly, and without the use of corrupt practices or acts of bribery to obtain or receive an unfair advantage.

Raleigh is committed to ensuring adherence to the highest legal and ethical standards of organisation conduct. This must be reflected in every aspect of the way in which we operate. We must conduct all our dealings with integrity. Bribery and corruption harm the societies in which these acts are committed and prevents economic growth and development.

Any breach of Raleigh's policy will be regarded as a serious matter and will be dealt with under our disciplinary procedure. In serious cases, it may be treated as gross misconduct leading to summary dismissal.

Application process

Closing date

11:59pm 10 January 2020

Interview date

W/C 20 January 2020

How to apply

Please send a copy of your CV and a covering letter stating how you meet the person specification to k.beck@raleighinternational.org with the subject 'Volunteer Medical Advisor application'.

www.raleighinternational.org

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