Position: Rehabilitation and Training Coordinator

Reports to: SCI Program Coordinator, St. Boniface Hospital, Fond-des-Blancs, Haiti

Overview:
The Rehabilitation and Training Coordinator will be responsible for the patient rehabilitative care to improve patient mental and physical health. They will oversee the rehabilitation center and mobile clinics, train staff to ensure the best rehabilitative care and develop trainings and curriculum for patient care and family and community inclusivity.

Job Duties:

Rehabilitation Coordination

- Responsible for the coordination of patient rehabilitative care and consult with medical staff as needed to ensure patients receive the appropriate care to improve mental and physical health
- Supervise the Rehabilitation Assistants and Interns including scheduling, training and monitoring of staff
- Assist with accessibility evaluations and home modifications
- Oversee clinic and community based rehabilitation activities and programs
- Travel in the field, including mobile clinics
- Manage, maintain and fit assistive devices
- Participate in discharge planning and case management
- Database management, reporting and documentation of all rehabilitation activities and patient care
- Coordinate health care with external providers as needed for patient referrals
- Participate in Haitian national level coordination activities and committees
- Assist the SCI Program Coordinator as needed to ensure all grant activities are met

Training Coordination

- Oversee curriculum development and capacity building trainings
- Ensure staff are proficient in the use of therapy techniques and equipment
- Coordinate patient and family education and training
- Plan and implement all trainings as required to meet grant activities
- Promote increased social inclusion for persons with disability

This position may also be required to participate in other projects as required by the SCI Program Coordinator.

Qualifications:

- University degree/Licensed – Physical Therapist, Occupational Therapist, Physical Medicine and Rehabilitation Doctor or Rehabilitation Nurse
• Previous experience working with spinal cord injury
• Knowledge of wound care and wound prevention
• Experience supervising adaptive sports and recreation activities
• Bi-lingual in French or Haitian Creole and English
• Motivation to work on a multidisciplinary, diverse team
• Have the drive and desire to be a part of a non-profit organization and be willing to help as needed
• Must be flexible and adaptable to an ever changing environment in a developing, low-resource country
• Be organized and able to multi-task

Benefits:

• Room and board will be provided in Fond-des-Blancs, Haiti
• Multinational health insurance
• Transportation to Haiti and return airfare as well
• Monthly Salary
• One month vacation per a year
• Wireless internet available on the hospital campus