



The Southern Regional Health Authority (SRHA), a Statutory Body under the Ministry of Health responsible for the management and operation of Public Health Services within the parishes of Clarendon, Manchester and St. Elizabeth, invites applications from suitably qualified persons for the following position in the **MANCHESTER HEALTH SERVICES**:

REGISTERED MIDWIFE (HPC/MW2)

(Salary range \$3,241,533 - 3,853,164 per annum and any applicable allowances)

Under the supervision of the Public Health Nurse/Supervisory Midwife, the incumbent will be responsible for the supervision and co-ordination of child care activities; providing nursing care in the Maternal, Child Health and Family Planning services in accordance with the objectives and policies of the programme as set out in the Maternal and Child Health Care Plan for Jamaica.

Qualifications and Experience:

- Certificate/Diploma in Midwifery from an accredited institution
- Registration with the Nursing Council of Jamaica to practice as a Midwife

Required Skills:

- Knowledge of professional midwifery theory and practice
- Good interpersonal skills
- Knowledge of laws and regulations relating to Public Health
- Knowledge of government's Public Health policies
- Good oral and written communication skills
- High level of confidentiality
- Sound judgment and initiative

Key responsibilities will include:

Clinical Functions:

- Participates in identifying special needs in community in relation to Maternal and Child Health.
- Prepares regular schedules for Antenatal, Postnatal and Child Health Visits.
- Gives Antenatal care at clinics and arrange for follow-up.
- Estimates haemoglobin level of clients using appropriate reagents.
- Refers high risk patients to Type II, III and IV Health Centres as appropriate.
- Collects specimens for laboratory tests (stool, blood, pap smears).
- Conducts follow-up visit of obstetric high-risk patients and defaulters.
- Carries out early case finding and implementation of appropriate management.
- Carries out home visits for:
 - Giving antenatal care
 - Assessment of home for delivery
 - Intra-natal care (delivery)
 - Postnatal care up to six (6) weeks after delivery
 - Child Health care
 - Family Planning advice
 - Give advice and referrals to other family members
- Arranges transfers of emergencies to hospital when indicated, with summary documentation. Accompanies patients to higher level of care as necessary and ensure the appropriate reports are given.
- Maintains up-to-date management of the neonate e.g. nutritional status, growth and development- and refers problem cases for appropriate management.

- Conducts/ assists in Postnatal clinics.
- Is responsible for notification of live/still births, neonatal and maternal deaths, puerperal infection and other infectious diseases.
- Advises on the importance of registration of all births to parents as soon as possible after delivery and advises on procedure.
- Gives advice to mothers and family in relation to environment conducive to healthy living for family and safe delivery for baby.

Training Responsibilities

- Assists in training programmes and teaching of students assigned to the community e.g. Midwives, Medical Students and students from health and related programmes. Prepares material for Parent-craft classes and gives advice and conducts classes on group and individual basis during Antenatal and Postnatal periods for mothers and fathers.
- Keeps up-to-date with current trends in Midwifery by reading and attending In-Service Education Courses.
- Participates in health education and counseling sessions in the clinic/community.

Responsibilities for Child Health Care

- Ensures that adequate screening of Antenatal patients is carried out.
- Ensures hospital delivery for High Risk Groups.
- Ensures proper registration of Births and Deaths.
- Ensures that six (6) weeks post-delivery check is conducted on all infants.
- Monitors progress of Child Health and attendance at Child Health Clinics.
- Ensures that immunization, dental health and other prophylactic measures are maintained.

Nutrition

- Gives advice to mother and family about nutritional requirements including promotion of breast feeding.
- Encourages back yard gardening and budgeting.

Immunization

- Encourages early immunization of babies.
- Conducts clinics and assists the Public Health Nurse in immunization.
- Responsibilities in Relation to Family Life Education including Family Planning
- Participates/conducts Family Planning Clinics.
- Gives advice/ treatment as prescribed by Medical Officer (Health)/ Supervisors to clients attending the clinic or at home.
- Arranges for special clinic sessions with teenagers in consultation with the Supervisor.
- Participates in community programmes for family life education including healthy life styles.

Referral Liaison and Follow-up Functions

- Ensures that appropriate referrals are made for Antenatal cases; particularly high-risk mothers.
- Assists in identification, reporting and referral of sexually transmitted diseases.
- Maintains follow-up care and visits of children up to five (5) years old.

Administrative and Supervisory Responsibility

- Responsible for the co-ordination of Type I Health Centres and liaison with Health and Community Workers e.g. Public Health Nurses, Public Health Inspectors, Nutrition Assistants, Community Health Aides, etc.
- Liaises with Maternity Centres.
- Maintains register of all clients attending the health centre or treated in the community and client's home.
- Maintains records of activities at the health centre e.g. time and types of clinics, visits of clinic attendants and Supervisory Nursing/ Midwifery Personnel.
- Documents relevant information for public relations e.g. list of doctors, nurses, midwives and referral agencies, etc.

- Responsible for supervision of staff at the Type I Health Centre i.e. Community Health Aides, Ancillary Staff.
- Assists in In-service Education Programmes for the staff at the Centre.
- Assists Supervisor/ Medical Officer (Health) in planning for orientation of new Midwives and other health personnel assigned to the area.
- Assesses need for drugs, supplies and equipment and ensures proper storage and recording on receipt.
- Keeps inventory of equipment used in centre and assist in their maintenance.
- Participate in staff meetings with other members of the health team and other meetings in the community as required.
- Prepares monthly and annual summary reports for Supervisor/ Medical Officer (Health).

Other Duties

- Makes appropriate referrals to other disciplines e.g. Dental Clinics, Mental Health Officers, Child Guidance Clinic, Public Health Inspector and other agencies and related health personnel
- Maintains liaison with community/ clients to determine specific needs e.g. participation in church, school, PTA, market, street and social gatherings.
- Participates in First Aid and general health care for patients attending at the centre and makes appropriate referrals.
- Carries out follow-up visits on malnutrition cases, delinquents, school drop-outs, family planning drop-outs, etc.
- Assists Public Health Nurses in conducting School Health Programme.
- Assists in special clinics- Food Handlers, Diabetic, etc. as the need arises.
- Ensures that records are appropriately filed and kept under confidential cover but are easily available when required.
- Is active member of Disaster Preparedness Team for the health district.
- • Assists in development and implementation of research programmes.
- • Attends international conferences, workshops, seminars, as required.
- • Attends annual Autumn School of Jamaica Midwives Association.
- • Any other related duties that may be delegated by Supervisor/ Medical Officer (Health)
- or other Supervisory Health Personnel

Applications along with resume should be sent no later than October 17, 2025 to:

**Senior Human Resource Officer
Manchester Health Department
5-7 Ward Avenue,
Mandeville, Manchester**

E-Mail - manchesterhealthjobs@gmail.com

****IMPORTANT NOTE: WE WILL ONLY ACCEPT APPLICATIONS BY EMAIL****

****PLEASE INDICATE IN THE 'SUBJECT LINE' THE NAME OF THE POSITION TO WHICH YOU ARE APPLYING****

ONLY SHORTLISTED APPLICATANTS WILL BE ACKNOWLEDGED