

Introduction

At MSI Reproductive Choices, our mission, 'Children by choice, not chance', is at the heart of everything we do. We provide high-quality contraception, Vasectomy, safe abortion and post-abortion care services, and work with advocacy to create an enabling environment for safe access for all. All team members must support us in our mission.

We want individuals who believe in our mission and who can clearly describe how and why they feel that what MSI Reproductive Choices does is important. To achieve this, every candidate is given the opportunity to provide their thoughts and opinions on our mission statement in the online application form. We only consider applications from candidates who are aligned with MSI Reproductive Choices mission and vision to eliminate unsafe abortion in the countries where we work.

For this reason, only **fully pro-choice candidates** will be considered for any role within MSI. Please ensure that you read the MSI Reproductive Choices Candidate Pack carefully, prior to applying.

MSI Reproductive Choices is committed to creating an inclusive environment with a workforce which is representative of the communities we serve. We're proud to be an equal opportunities employer and give equal consideration to all qualified applicants without regard to race, ethnicity, religion, gender, gender identity or expression, sexual orientation, national origin, disability, or age. MSI is committed to safeguarding and promoting the welfare of all team members and clients, with a focus on vulnerable groups. MSI committed to compliance with all fair employment practices including citizenship and immigration status.

Please note this role will be subject to full pre-employment background checks which may include, but is not limited to employment references, right to work verification, adverse financial checks, basic criminal record checks and risk database screening checks.

Key Skills and Behaviours

To perform this role, it is essential that you have the following skills:

- Ability to work in a diverse and inclusive environment, respecting and collaborating with all individuals equally, and with a commitment to overcome bias and prejudice
- You contribute, use, and share accurate data and evidence to improve understanding, insight and decision- making across MSI, enabling us to maximise our ability to influence others
- You share relevant knowledge, expertise and resources to strengthen teamwork and prevent duplication of effort
- You actively work as part of a team, providing support and flexibility to colleagues, demonstrating fairness, understanding and respect for all people and cultures.
- You hold yourself accountable for the decisions you make and the behaviours you demonstrate
- You are courageous in challenging others and taking appropriate managed risks.
- You seek feedback to enable greater self-awareness and provide the same to others in a way which inspires them to be even more effective

All MSI Reproductive Choices person specifications are subject to a language neutrality test prior to approval and we're always looking for new ways to make our recruitment process as fair and unbiased as we can. If you'd like to provide feedback on MSI Reproductive Choices recruitment process, please do so via email to

Resourcinguk@MSIChoices.org

- You manage your career development including keeping your knowledge and skills up to date.
- You strive to consistently meet and exceed expectations, putting clients at the centre of everything, and implement smarter, more efficient ways of performing your role
- You build and maintain effective long-term working relationships with all stakeholders and are a true MSIUK ambassador.
- You inspire individuals and teams, through situational leadership, providing clear direction
- You seek and provide opportunities which motivate team members, helping to develop skills and potential whilst strengthening our talent and succession pipeline
- You are aware of emerging developments in our sector, demonstrating strategic insight about our clients and business and encourage this in your team
- You articulate a vision of the future which inspires and excites others.

Key Experience

To perform this role, it is essential that you have the following experience:

- Proven experience of managing clinical team
- Demonstrate sound knowledge and experience of health services and ability to interpret policy at local level
- HR processes, financial management and clinical standards
- Understanding of legislation and governance framework
- Dealing with a range of complex issues both in writing and in person e.g. client complaints/concerns, staff grievances/disciplinaries
- Evidence in developing a quality improvement programme within a multi-professional environment
- Experience in leading and managing staff
- Ability to think strategically
- Ability to work under pressure
- Experience within the private sector

Formal Education/qualification

- Registered Nurse
- Degree/working towards (desirable) / evidence of study at equivalent level / similar experience
- Management qualification or equivalent in experience
- Leadership development
- Evidence of continuing professional development

N.B. MSI will seek to validate any essential qualifications as part of the recruitment and on boarding process. Desirable qualifications will also be checked if candidates rely on or declare them during the application and selection process. In some case, employment cannot commence until all employment checks, including reference checks have been completed

Personal Attributes

MSI Reproductive Choices is dedicated to equal opportunity for all and recognises that every individual is unique. Whilst we always seek to embrace individual differences and celebrate the diversity of our workforce, we also want to ensure that every team member is suited to their role and that they are given the best opportunity to succeed.

The personal attributes described below have been developed in accordance with the job description and other contextual factors relating to the role and are considered **essential**.

For this role, we're looking for an individual who is:

- Committed to the protection of team members and clients, with a focus on vulnerable groups
- Able to role-model inclusive and culturally sensitive attitudes and behaviours
- Pro-choice
- Professional role model: appearance and manner
- Ability to analyse and interpret data
- Excellent written communication and report writing skills
- Effective IT skills, MS/Outlook, Excel and PowerPoint or equivalent
- Problem solving/planning and organisational skills for complex situations/activities
- Ability to maintain effective working relationships with others
- Excellent verbal communication skills with the ability to influence and constructively challenge others.
- Ability to resolve conflict and overcome resistance
- Highly motivated and a desire to perform well
- Reliable, adaptable, flexible, capable, willing, approachable and honest
- Self-confident and emotionally resilient
- Passion for improving the customer experience.
- Able to work with and through ambiguity
- Friendly and approachable with a flexible approach to work.
- Willingness to develop and learn.
- Good time management with flexible approach to working times
- Assertive yet approachable
- Networking skills.
- Ability to provide and receive complex information
- Ability to present to large audiences
- Ability to work with and influence others
- Willingness to travel across UK
- Ability to work from home