

1. PERIOPERATIVE NURSE IN-CHARGE

Job Purpose

The jobholder is responsible for overseeing all intraoperative, POHA, PACU, and cath lab nursing services as well as CSSD services within the Theatre department for the glory of God. The jobholder ensures that the level of care given is world-class and meets the nursing standards set by the Nursing Council of Kenya as well as policies set by Tenwek CTC Management. This position manages key performance indicators and works to improve quality, utilization, smooth operations, and patient and staff satisfaction. The job holder must interact and communicate well with numerous other stakeholders, surgeons, physicians, nursing in-charges and other departments.

Key Responsibilities

- a) Oversee the supervising, planning, organizing, directing, coordinating, and controlling nursing activities within the Theatre department, cath lab, and CSSD.
- b) Conduct monthly staff meetings, or as necessary, with all reporting staff to ensure effective communication and collaboration.
- c) Ensure adherence to professional and industry standards for nursing care, promoting competence, efficiency, and compassionate care delivery.
- d) Ensure that a clean and safe environment in the workplace is maintained to ensure the safety of patients and staff.
- e) Oversee key performance indicators and quality metrics and develop strategies and processes for continuous improvement.
- f) Ensure that infection prevention guidelines and practices are maintained to prevent the spread of infections within the Theatre department.
- g) Set departmental goals and objectives that align with the hospital's overall goals and mission.
- h) Ensure adequate staff coverage, appropriate staff assignments, and staff leave allocation timelines are developed and updated to meet patient care needs.
- i) Develop standard operating procedures and ensure their implementation, updating them as necessary to reflect best practices.
- j) Coordinate planned preventive maintenance of theatre equipment to ensure optimal functionality.

- k) Collaborate with other departments (internal clients) to ensure the optimal running of the theatre and promote interdisciplinary teamwork.
- l) Foster a cohesive and unified organizational culture within the daily operations of the theatre.
- m) Facilitate implementation of the internal audit, risk management, Quality Management System and other related work plans.
- n) Plan and hold appropriate continuous medical/nursing education and staff development sessions as well as team building activities for all theatre staff.

Academic qualifications

- Bachelors in Nursing (BSN) from a recognized institution
- Professional Qualifications (Special training or Professional certification).
- Higher National Diploma in Peri-operative Nursing from a recognized institution
- Professional Membership/Licensing requirements
- Registration with and Valid License from Nursing Council of Kenya (NCK)
- Professional Specialization (if applicable)
- Specialization in Peri-operative Nursing.
- Previous relevant work experience required (including a specific length or type of experience in a certain job or level.)
- Have 5 years work experience in a medium to large operating theatre providing high-level surgical services with a minimum of 2 years in a leadership or supervisory position.

Functional Skills, Behavioural Competencies/Attributes:

- Demonstrates a strong faith and relationship with Jesus in all areas of life.
- Leadership skills, communication skills, supervisory abilities, and quality improvement skills
- Strong knowledge of surgical procedures, aseptic techniques, and patient safety standards
- Proven experience as an officer/manager or similar position in a recognized institution in the health sector.
- Demonstrates initiative and ownership and flexibility in a fast-paced environment
- Strong analytical skills and ability to identify and prioritize key initiatives and opportunities
- Demonstrable aptitude in decision-making and problem-solving
- Meticulous attention to detail with superb organizational skills
- Working knowledge of relevant statutory legislation and regulations
- Solid sense of confidentiality and discretion.
- Self-directed, adaptability to shifting priorities, and navigating ambiguous situations.
- Excellent written and verbal communication skills and interpersonal skills with the ability to build strong relationships

- Be a team player and joy to work with
- Active listening and presentation skills; ability to exercise effective judgment, sensitivity, and creativity to changing needs and situations
- Good computer literacy - Proficiency in MS Word, Excel, and PowerPoint and Outlook
- Passion for the wellbeing of mankind while driving positive social impact and transformational change in the organization
- Self-motivated, having a strong work ethic and able to work under minimal supervision

How to apply:

Interested candidates who meet the above criteria should send their applications to recruit@tenwekhosp.org on or before 8th August, 2025 enclosing:

Resume, Cover Letter & *Statement of Faith

***What is a statement of faith?**

A statement of faith should describe your Christian faith and how you see it as relevant to your involvement with Tenwek Hospital. The statement can either be incorporated into the cover letter or submitted as a separate document and should include, at a minimum, a description of your spiritual disciplines (prayer, study, etc.) and your current fellowship or place of worship.