



SCOPE OF WORK



Country: **South Africa**
Host site: **Nelson Mandela Metropolitan University**
Assignment title: **Academic Pharmacist**
Length of assignment: **3-6 months (full-time)**

OVERVIEW OF MENTOR ASSIGNMENT

South Africa is in need of mid-level health workers to provide services in areas where there are few practicing health professionals. By addressing the human resource shortage within the HIV/AIDS service delivery system, this will ultimately improve the supply of antiretroviral medications to all South African citizens who are eligible to receive treatment for HIV/AIDS. The Pharmacy Technical Assistant (Higher Certificate in Pharmacy Support) and Pharmacy Technician qualifications (Advanced Certificate in Pharmacy Technical Support) at Higher Education and Training Facilities (universities) were introduced by the South African Pharmacy Council (SAPC) to replace the current Basic and Post-Basic Pharmacy Assistant programs being offered at Further Education and Training Facilities (colleges). The old qualifications are workplace-based, requiring the student to first have a job in a pharmacy. Furthermore, the training of these students is not in line with marketplace expectations. The involvement of a tutor is also problematic in that the number of learners that one tutor can supervise is limited and pharmacists acting as tutors are too busy to give their required attention to the students' training.

South Africa needs adequately trained pharmacy support personnel. Currently only approximately 1,000 pharmacy support personnel are being produced annually despite the fact that the SAPC wants to register 2,500 each year. The new PTA and PT qualifications hope to address these human resource needs.

Nelson Mandela Metropolitan University (NMMU) is the first institution to have the PTA and PT programs accredited and will start with the first intake of students in 2013. The NMMU Department of Pharmacy is well respected for the high level of pharmacy graduates that they produce, and their graduates are sought after in the market place. It is anticipated that the graduates of the PTA and PT programs will also be of the level desired by the market place.

It is envisaged that approximately 70 students will be enrolled for the PTA program in 2013. Although the curriculum and module outlines have been developed for the courses, the lectures and practicals are in the process of being written. With the course starting in 2013, teaching and training of the students will also be required.

We seek a mentor who will assist in setting up the program, provide curriculum development expertise and support, and teach where needed, particularly in topics in which the mentor has specific expertise. The mentor will help develop the teaching skills of teachers and faculty, through formal training and side-by-side mentoring.

In-country placement site:

The mentor will be placed within the department of Pharmacy at the South Campus of Nelson Mandela Metropolitan University in Port Elizabeth, South Africa.



Vision and Mission statement of the University:

Our Vision

To be a dynamic African university, recognized for its leadership in generating cutting-edge knowledge for a sustainable future.

Our Mission

To offer a diverse range of quality educational opportunities that will make a critical and constructive contribution to regional, national and global sustainability.

To achieve our vision and mission, we will ensure that:

- Our values inform and define our institutional ethos and distinctive educational purpose and philosophy.
- We are committed to promoting equity of access and opportunities so as to give students the best chance of success in their pursuit of lifelong learning and diverse educational goals.
- We provide a vibrant, stimulating and richly diverse environment that enables staff and students to reach their full potential.
- We develop graduates and diplomats to be responsible global citizens capable of critical reasoning, innovation, and adaptability.
- We create and sustain an environment that encourages and supports a vibrant research, scholarship and innovation culture.
- We engage in mutually beneficial partnerships locally, nationally and globally to enhance social, economic, and ecological sustainability.

Vision and Mission Statement of the Department of Pharmacy:

The Department of Pharmacy of Nelson Mandela Metropolitan University (NMMU) aims to be the leaders in developing and innovating world class pharmaceutical personnel, products and systems for the benefit of society.

The mission of the department is to be a unit of excellence in the fields of Pharmacy and Health Sciences by seeking, creating, teaching and applying knowledge to the benefit of society.

Length of the assignment: **3-6 months**, full time
(Full-time assumes 40 hours per week of 8 hours per day; 5 days per week)

Name and title of supervisor: Mrs Teri-Lynne Fogarty, MPharm, Lecturer

Name and title of counterpart: Mrs Shirley-Anne Boschmans, MSc, PhD, Senior Lecturer

Mentor qualifications:

Required:

- PharmD degree or equivalent
- At least 3 years experience in academic pharmacy
- Experience in program or curriculum development
- Good written and oral communication skills and fluency in English
- Ability to provide a positive experience for the students
- Ability to support and encourage faculty development and professional growth, including the development of faculty teaching skills



- Good communication and listening skills
- Enthusiasm and passion about the profession of pharmacy

Preferred:

- Ability to work independently with strong leadership skills
- Experience in working with or training of mid-level workers

OBJECTIVE OF THE MENTOR ASSIGNMENT

Objective: To build capacity and provide technical assistance to the Pharmacy Technical Assistant and Pharmacy Technician programs through curriculum development and writing of teaching material, development of teaching techniques and methods for lecturers and faculty as well as administration support.

ACTIVITIES OF THE MENTOR ASSIGNMENT

Mentor activities:

The Mentor will be placed within the Department of Pharmacy at the Nelson Mandela Metropolitan University and will be overseen by the program coordinator for the PTA and PT programs.

Activities include, but are not limited to the list below:

1. Developing and writing lecture and practical material for the PTA and PT courses. Modules include:
 - Pharmacy in Practice - This module will prepare students to practice in any sector of the pharmaceutical industry within the scope of practice of the Pharmacy Technical Assistant.
 - Practical Pharmaceutics - This module will introduce students to pharmaceutical formulation and prepare students to dispense extemporaneously in the pharmaceutical manufacturing environment.
 - Clinical Medicine Use - This module will introduce students to basic physiological and pathophysiological principles and the management of medical conditions according to the Standard Treatment Guidelines and Essential Medicines List.
 - Pharmacy Business Environment - This module will introduce students to basic entrepreneurial and business management concepts as applied to general housekeeping and general administrative tasks in a pharmaceutical environment.
 - Managing the Primary Health Care Clinic Dispensary - This module will prepare students to practice in a supervisory capacity in a Primary Health Care Dispensary under indirect supervision of a Pharmacist.

Elective modules where one of the following topics must be selected:

- Health and Wellness Promotion or Information and Communication Technology in Pharmacy (PTA) and Management of Chronic Disease or Complementary Medicine (PT)

The elective modules are intended to serve as a basic introduction to the research process. The candidates will be led through the submission of a structured report on a selected topic. During compilation of the report the candidates will be introduced to basic research concepts e.g. searching the literature.

2. Assist in teaching and training of learners in the PTA program as needed including assessment of learners.



3. Complete administrative tasks related to activity 2 above
4. Develop the teaching skills of teachers and faculty, through formal training and side-by-side mentoring.
5. Assist the faculty with reporting to donors and other stakeholders, identifying grant opportunities, and help the university with research support resources.

EXPECTED OUTCOMES OF THE MENTOR ASSIGNMENT

Deliverables:

- Action plan with objectives and timeline showing activities to be implemented during the assignment
- Monthly reports to the host site and AIHA's HIV/AIDS Twinning Center tracking training/mentoring provided, experiences, successes, and challenges
- Complete writing of modules for the PTA and PT programs as outlined in the action plan.
- Final report with recommendations to the NMMU Department of Pharmacy regarding the PTA and PT curriculum and to the AIHA Twinning Centre regarding future support to the program.

RESPONSIBILITIES OF PARTICIPATING STAKEHOLDERS

Mentor:

- Meet the host site's needs within the timeframe as articulated in the scope of work.
- Develop and implement the Action Plan as developed with the host site and Twinning Center.
- Complete and submit all deliverables to host site and the Twinning Center.

Partner organization/host site:

- Provide resources necessary for the mentor to carry out assignment successfully.
- Identify a suitable assignment and site for the mentor to ensure sustainability of volunteer activities.
- Submit performance assessment reports on the mentor to the Twinning Center.

AIHA HIV/AIDS Twinning Center:

- Conduct pre-assignment orientation for mentor and placement site staff.
- Provide ongoing support of mentor as needed.

