Village Health Works
EMR Specialist

Village Health Works Overview:
The Mission of Village Health Works is to provide quality, compassionate community-based health care in a dignified environment while treating the root causes and the social determinants of illness, disease, violence and poverty.

Since 2007, VHW has operated a health center in Burundi’s rural Kigutu region, providing services where there were none. Our health model is holistic, incorporating medical treatment and disease prevention, women’s economic development cooperatives, demonstration animal and crop farming, nutrition and food security programs, educational classes and support for adults and children, and extensive arts and culture classes and activities.

Our rural catchment area includes over 200,000 residents, with an estimated additional 50,000 returning refugees, and new refugees from surrounding countries. VHW employs 300 Burundians, including 5 doctors, 16 nurses and over 150 village-based community health workers. Community members provide volunteer labor and ongoing input as VHW’s programs grow to meet their needs.

Responsibilities:
The EMR Specialist is the steward of clinical applications with which VHW documents the health care it provides, and from which essential management and reporting data is derived. This individual takes ownership of the current VHW MS Access EMR, has lead responsibility for assessing and improving the quality of EMR data, and leads the VHW migration to the OpenClinic EMR to improve and broaden our information systems capability.

Specific Responsibilities
- Lead IS Group activities in MS Access EMR maintenance and improvement
- Lead IS Group and organization-wide activities in support of implementation of the OpenClinic EMR
- Lead IS Group activities in clinical data quality and security improvement, including recommending and implementing improvements in collaboration with other departments
- Lead IS Group activities in processing, prioritizing and implementing clinical user requirements and requests, in collaboration with other departments
- Participate in IS Group activities in information systems selection, implementation, configuration and integration
- Work with the Reporting, Monitoring, Evaluation and Quality department to generate data sets and standard reports for internal and external users of VHW data
- Work with VHW Program Leads to generate data reports for program evaluation and improvement
- Assist in the training of users of VHW information systems
- Perform user, systems and network support tasks as needed
- Other duties in support of the Mission of VHW as required

**Requirements:**

**Required Experience and Skills**
- Endorsement of the Mission of Village Health Works
- Possess and manifest a knowledge sharing spirit, with an ability to mentor other staff
- Bachelor’s degree or equivalent work experience in an information science discipline
- Familiarity with medical and health care delivery processes, language and culture
- Minimum of 2 years’ experience with client/server applications, including Java, Tomcat and SQL
- Minimum of 2 years’ experience in health information systems
- Minimum of 2 years’ experience with relational databases
- Advanced SQL skills such as nested selects, inner joins and regular expressions
- Ability to independently analyze issues, report findings, formulate recommendations, implement corrective plans and assess mitigation efforts
- Desire and ability to learn new skills, processes and information systems
- Excellent interpersonal skills and ability to work collaboratively with a culturally diverse staff
- Strong organizational skills, orientation to detail, written and oral communication skills and maturity of thought and behavior
- Fluency in Kirundi conversation, reading and writing
- Fluency in French conversation, reading and writing
- Fluency in English conversation, reading and writing
- Ability to bring innovation, flexibility and enthusiasm to work
- Ability to work both independently and as part of a team
- Willingness to live in a dormitory setting with limited amenities on VHW’s Kigutu campus
- Able to make at least a one year commitment

**Desirable Experience and Skills**
- Experience with MS Access
- Master’s degree in an information science discipline or equivalent work experience
- Clinical data analysis experience
- Familiarity with standard medical terminology and coding systems
- Experience with scripting languages such as perl, python, powershell, etc.
- Experience with a variety of operating systems, such as Windows, linux, AIX
- Intermediate competence with Microsoft Office applications

**HOW TO APPLY**

This is a full time position on the Village Health Works campus in Kigutu, Burundi and is paid in Burundi Francs at a Burundian scale. If interested, please send a cover letter and your CV to David Aronow: daronow@villagehealthworks.org