



## **INTERMITTENT PERSONAL SERVICES CONTRACTOR (PSC) VACANCY ANNOUNCEMENT**

**Reference No:** PSC – 25 – 006

**Position Title:** Backup Medical Provider (BUMP)

**Location:** Monrovia, Liberia

**Point of Contact (POC):** Peace Corps Medical Officer

**Number of Position(s):** One (1)

**OPEN TO:** Licensed Medical Doctors Only

**CLOSING DATE:** **July 18, 2025**

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### **Position Summary:**

The Contractor will provide clinical care for Peace Corps Volunteers (PCV) and Trainees (PCT) in Liberia in the absence of a Peace Corps Medical Officer (PCMO).

### **DUTIES AND RESPONSIBILITIES**

- The Contractor will provide clinical care to Peace Corps Volunteers (PCV) and Trainees (PCT) in Liberia in the absence of a Peace Corps Medical Officer (PCMO).
- The Back-Up Medical Provider (BUMP) shall provide direct patient care, referrals to outside medical consultants or facilities, i.e. hospital or emergency department, depending on the specific in-country arrangements, and assist with administrative duties and health education when indicated.
- He/she may also be required to provide consultative or prescriptive services to PCMOs. Written documentation that describes the consultation with each PCV or PCT, care and treatment prescribed/ provided, and diagnoses must be provided to the Health Unit.

### **WORK HOURS:**

- This is not a full-time position. BUMP services will be required on as needed bases. The number of days required for BUMP services in a year shall not exceed 100 days.

- The BUMP shall be available around-the-clock by telephone or in person at his/her facility. Upon obtaining a security clearance from the United States Embassy, the BUMP may be present in the Peace Corps Health Unit in Monrovia and the Health Unit at the Training Center in Kakata when needed.
- The BUMP maybe required to carry the Peace Corps Medical Duty phone on weekends and/or public holidays.
- For any travel required outside of Monrovia, Contractor will be treated as a PC/Monrovia staff member travelling outside of Monrovia for PC-related travel.

#### **REQUIRED QUALIFICATIONS:**

- Graduate of accredited school (MDs must be a graduate of a school listed in the Foundation for Advancement of International Medical Education and Research <https://search.wdoms.org/>)
- Relevant clinical experience in primary care after medical school (at least 5 years)
- **Professional medical license.** If the license does not have an expiration date, a written confirmation must be submitted directly by the issuing authority. Please note, if a license is not required, rather, the medical diploma is the license to practice, written confirmation, issued directly from the professional medical board, Ministry of Health or other appropriate regulatory authority establishing that the candidate is properly credentialed for medical practice, is required.
- Management and administrative experience (at least 5 years)

#### **KILLS AND ABILITIES**

- Ability to obtain a security clearance from the United States Embassy
- Ability to communicate effectively in oral /written English.
- Experience in managing mental health issues, including counseling of patients (at least 5 years)
- Experience in health education, including training design and presentation of health-related material (at least 5 years)
- Working knowledge of Microsoft Word, Excel, Access, Outlook
- Ability to work effectively as part of an intercultural team
- Hardworking, reliable and diligent with good inter-personal skills
- Willing to travel to sites in Liberia
- Ability to work with minimal supervision

#### **HOW TO APPLY:**

1. A completed BUMP Application form, a completed BUMP applicant skills survey, a completed Privileging form. The applicant must complete this request for privileges depending on their professional qualifications. To receive a copy of these 3 application documents, please email [LR-Jobs@peacecorps.gov](mailto:LR-Jobs@peacecorps.gov) with the subject line: **"BUMP forms requested"**.

2. A complete application will include the following documents:

- Cover letter.
- Photocopies of Diploma/Degree from a medical school
- Copy of Professional licenses, certificates, registrations
- A resume or C.V. that includes:
  - Professional positions held, identifying duties, responsibilities, dates of employment and reason for leaving.
  - Education and training, a list of universities attended, dates of attendance, degrees and diplomas obtained.
  - Accounting for periods of unemployment longer than three months.
  - Three professional medical references, with at least two being from medical colleagues who have directly observed the applicant in a clinical setting. (One must also be from the current employer.)

All documents must be in English. Official translation is not required.

NOTE: This job announcement is being advertised in Liberia and regionally. Local candidates will be given priority when filling this position. Benefits will be offered for this position in accordance with the guidance provided by the Peace Corps' Office of Acquisition and Contract Management. Of particular note, relocation costs and certain other benefits will not be provided for applicants residing outside Liberia when applying for this position and may not be provided for other applicants.

Only selected candidates will be contacted for interviews.

Submit all the requirements stated in this advertisement via email to: [LR-Jobs@peacecorps.gov](mailto:LR-Jobs@peacecorps.gov) with subject line: **“PEACE CORPS BUMP”**

**The deadline for application is July 18, 2025.**