



Job Title: Consulting Doctor

Location: Al Faraj Building, Bole

Position Type: Full-Time

About Letena Ethiopia:

Letena Ethiopia is a dynamic project focused on providing critical knowledge, tools, and services to support healthier, more informed communities. Through education, consultations, and outreach, Letena aims to create meaningful change and expand access to essential sexual and reproductive health (SRH) resources. We are dedicated to empowering individuals with reliable health information, fostering better decision-making, and promoting well-being across Ethiopia.

Role Overview:

As part of our mission to empower communities, Letena Ethiopia is seeking a dedicated and compassionate **Consulting Doctor** to assist the Medical Director in providing digital and in-person consultations. The role will involve responding to daily inquiries, managing scheduled consultations, offering follow-up care, and supporting educational content related to SRH topics. The Consulting Doctor will play a vital role in ensuring our services are accessible, accurate, and impactful.

Key Responsibilities:

1. Daily Digital Consultation Responses:

- Log into the Letena Consultation App daily to check for and respond to new consultation requests.
- Respond to inquiries with accuracy, professionalism, and care, ensuring a high standard of service.
- Document all consultations within the system and ensure appropriate follow-up actions are taken.

2. Scheduled In-Person Consultations:

- Adhere to a weekly schedule set by the Medical Director for in-person consultations.
- Conduct face-to-face consultations at the Letena office, providing SRH services and counseling.
- Ensure walk-in consultations are logged into the Letena Consultation App for tracking and follow-up.

3. Medical Follow-Ups & Case Management:

- Monitor patients requiring ongoing care and support, ensuring timely follow-ups.
- Refer patients to external specialists or facilities as necessary, ensuring comprehensive care.

4. Support in Educational Content & Public Awareness:

- Contribute medical insights to support Letena's social media campaigns, including educational videos on SRH topics.
- Provide input to the Content Team on the development of SRH awareness materials and programs.
- Be featured in Letena's educational videos, where the doctor will answer questions, give medical advice, or provide voice-overs as needed.

5. Video Participation:

- Occasionally be featured in short educational videos answering questions on various SRH topics. These videos will be shared across our social media platforms to educate and engage our audience.
- Be comfortable presenting health information in an engaging and accessible way for a diverse audience.

Workflow & Reporting:

- Daily check-in to the Letena Consultation App for new inquiries and consultation responses.
- Weekly meetings with the Medical Director to review ongoing cases and enhance service delivery.
- Ensure appropriate scheduling of follow-up consultations and communication with patients.
- Report complex or unresolved cases to the Medical Director for further action.

Qualifications:

- A licensed medical doctor with at least 2 years of experience and expertise in sexual and reproductive health (SRH).
- Experienced in providing both online and in-person consultations in a clinical or community setting.
- Strong communication skills, with a compassionate and professional approach to patient care.
- Strong organizational and time management skills to handle multiple cases and consultations.
- Ability to work with digital tools, ensuring accurate and timely documentation of consultations.
- Ability to work independently and as part of a team, showing initiative when needed.
- Fluent in English and Amharic languages.

Why Join Us?

At Letena Ethiopia, you will be part of a passionate team working toward real change in public health. You'll have the opportunity to engage with a wide community, contribute to innovative digital health

tools, and support individuals in making informed decisions about their health. This is your chance to make a meaningful impact and be part of a passionate team dedicated to improving SRH access in Ethiopia.

How to Apply:

If you are a qualified and passionate doctor dedicated to improving public health, we encourage you to apply. Please submit the following to our email **info@letenaethiopia.com** by **March 14, 2025**. The title of your message must include the job title **Consulting Doctor**.

1. Updated CV / resume.
2. A 1-2 minute video in Amharic discussing an SRH topic of your choice.
3. The script for the video you've recorded.
4. Both the English and Amharic translated versions of a sample article (including citations) you have written on any SRH topic. Feel free to use one you've written previously or create a new one.

Letena Ethiopia is committed to fostering an inclusive, collaborative work environment. We welcome and encourage applicants, particularly women, from diverse backgrounds to apply to be a part of this transformative work.

Only applicants who are moving forward to the interview stage will be contacted.