

## **KACCH Child Life Manager**

### **Organization Overview**

Kuwait Association for the Care of Children in Hospital (KACCH) is a non-profit organization located in Kuwait City, Kuwait. It was founded in 1989 to help children and their families cope with the stresses of hospitalization. KACCH advocates for the provision of optimal conditions for children and their families in hospitals, in order to reduce the adverse effects of healthcare experiences and hospitalization on their development and well-being.

KACCH operates six child life programs across six government (public) hospitals in Kuwait. The six child life programs are led by Child Life Specialists, who are supported by trained Play Leaders (Child Life Assistants).

### **Job Summary**

KACCH Child Life Manager will be responsible for the development, coordination, and management of staff (Child Life Specialists and Play leaders) of six child life programs across six public hospitals in Kuwait. The Child Life Manager will also be responsible for the program's strategic operational planning and program functioning.

Through supervision, management, and administration, the Child Life Manager, ensures that KACCH Child Life programs are implementing evidence based and comprehensive Child Life services.

### **Key Roles and Responsibilities include but are not limited to:**

#### *Child Life Program Development and Implementation*

- Responsible for future planning and development of the Child Life services arm of KACCH. Strategically plans the growth and development of the Child Life programs.
- Develops an overall plan for each Child Life program at each hospital in coordination with the lead KACCH Child Life Specialist at the hospital. Ensures that the plan is understood and implemented at all levels.
- Allocates resources (human, financial, space and supplies) for meeting the clinical service needs of the KACCH Child Life programs.
- Establishes and implements KACCH Child Life service clinical standards and guidelines that must be adhered to by the members of the KACCH Child Life team.
- Oversees and improves the delivery of patient care through oversight, mentorship, and clinical education and supervision.
- Performs research on new developments and evidence-based practice in Child Life and identifies opportunities to enhance existing programs through education and supervision.
- Provides leadership to create an environment conducive to effective working relationships and a positive healthy working environment.

#### *Child Life Program Evaluation*

- Evaluates the implementation of Child Life programs and evaluates its adherence to the Child Life service clinical standards and guidelines.

#### *Child Life Program Administration*

- Responsible for and oversees resources planning and purchasing, staffing schedules, and other areas related to administration to ensure that there is no disruption to program services.



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### *Clinical Work and Supervision*

- Provides clinical supervision and coaching to KACCH Child Life Specialists to ensure quality of services.
- Oversees Child Life services of Child Life Specialists and Play Leaders (Child Life Assistants) on an ongoing basis.
- Manages the development and implementation of a KACCH Clinical supervision program.
- Assists staff with difficult patient care cases or long-term cases by offering direction for appropriate interventions and support.
- Monitors Child Life services through patient and parent satisfaction survey as the result of ongoing daily decisions.
- Monitors and documents individual professional developmental plans for KACCH Child Life team.

### *Management of Clinical Staff*

- Ensures the availability of competent, proficient staff to provide the highest quality of care. Ensures an environment that properly utilizes skills and abilities.

### *Fiscal Management*

- Responsible for financial planning, meaning developing a yearly budget, for Child Life services of KACCH. Responsible for managing and monitoring the budget for operations of the Child Life services.

### *Teaching and Education*

- Assesses the learning needs of existing and new staff under the KACCH Child Life services pillar. Implements educational initiatives and or programs to support with the development of their clinical skills and child life knowledge.

### **Essential Requirements**

- Bachelor's degree in child life, child development or related field; \* Master's Degree preferred
- Minimum of 5-10 years of relevant clinical child life experience
- Minimum of 5-10 years of management experience in leading and implement aspects of a growing or established Child Life Program
- Strong background in demonstrated leadership, organizational, and managerial skills. Strong teaching and mentoring skills.
- Ability to supervise, mentor, and lead multiple teams and clinically supervise clinical child life practice.
- Certified Child Life Specialist. Certification from Association of Child Life Professionals.
- Excellent communications skills and cultural awareness.
- Member of Association of Child Life Professionals (ACLP)
- Fluent in English (written and verbal)

### **Apply**

Submit your CV and cover letter to [kacch@kacch.org](mailto:kacch@kacch.org).

Successful candidates will be offered competitive packages.