

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE  
PUBLIC SERVICE COMMISSION REGULATIONS**

**Ministry:** Education and Human Resources, Tertiary Education and Scientific Research

**Post:** Director (Health and Wellness)

**Salary:** Rs 101,000 (06 000 100)

**Effective Date:** 8 May 2017

**Qualifications:** A. By selection from among –

I. officers in the grade of Assistant Director (Health and Wellness) who reckon at least three years' service in a substantive capacity in the grade

AND

II. candidates who –

- (a) are fully registered as medical practitioners in accordance with legislation in force in Mauritius;
- (b) reckon at least ten years' experience relevant to the most common problems affecting/likely to affect the health of children;
- (c) possess any of the qualifications listed below from a recognised institution obtained after having successfully followed a course of at least one academic year's duration –
  - (i) Diploma in Public Health
  - (ii) MSc in Community Medicine
  - (iii) Master in Public Health
  - (iv) "Diplome en Santé Publique" issued jointly by the Mauritius Institute of Health and the University of Bordeaux II

OR

Equivalent qualifications to (i), (ii), (iii) and (iv) above acceptable to the Public Service Commission.

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*for Senior Chief Executive  
Ministry of Civil Service and  
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B. Candidates should also –

- (i) possess excellent leadership, management, communication and interpersonal skills;
- (ii) possess excellent analytical skills and be able to adopt a multi-disciplinary approach to problem-solving;
- (iii) have the ability to think and act proactively, critically and strategically;
- (iv) have a high sense of commitment to achieve the strategic objectives falling under his responsibility;
- (v) have the ability to be flexible and work collaboratively within a high pressure office; and
- (vi) be computer literate.

Candidates should produce written evidence of experience/knowledge claimed.

**Role and  
Responsibilities:**

To be responsible for the formulation, organisation, co-ordination, implementation, monitoring and evaluation of health promotion policies and programmes in the Pre-Primary, Primary and Secondary Education Sectors.

**Duties:**

1. To provide support to the Chief Technical Officer (Education) in the institutionalisation of health and wellness programmes and projects in schools.
2. To be responsible for the administration and management of the Health and Wellness Division.
3. To advise and to empower, in collaboration with members of the Regional Health and Educational Council, the whole school community on health and wellness promotion activities.
4. To advise on the development of health education curriculum and the production of relevant pedagogical materials and tools in line with best national and international norms and standards.

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5. To be responsible for the regular identification and prioritisation of health and wellness-related initiatives and the development of sectoral plans and relevant strategies for their effective implementation.
6. To facilitate the showcasing of good practices, encourage sound health and wellness programmes and disseminate early prevention and promotion programmes on appropriate behaviours for healthy lifestyles.
7. To identify training needs, develop training strategies and conduct training for capacity building.
8. To conduct surveys and analyse research findings pertaining to health and wellness of children in schools and propose relevant measures.
9. To maintain relevant databases and provide periodic reports on children in schools, including learners with Special Education Needs, pertaining to health issues and wellness programmes.
10. To participate in training and research programmes and keep abreast of latest developments in the field of health and wellness.
11. To establish linkages and work in close collaboration with the Ministry of Health and Quality of Life, other Ministries, institutions and partners (local and international) for the smooth implementation of projects and programmes.
12. To prepare budget for health and wellness promotion programmes and monitor expenditure in line with Budget Estimates.
13. To work out outreach programmes for effective sensitisation of the community on health and wellness matters through collaborative partnerships with relevant organisations and institutions.
14. To use ICT in the performance of his duties.
15. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Director (Health and Wellness) in the roles ascribed to him.



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