

Optometry Services and Clinic Development Specialist

Callan Services for Persons with Disabilities National Unit, Papua New Guinea

Assignment title	Optometry Services and Clinic Development Specialist		
Partner organisation	Callan Services for Persons with Disabilities National Unit		
Location	Papua New Guinea	Port Moresby, National Capital District	
Type of assignment	In-country Assignment		
Duration of assignment	12 months		
Assignment phases	Phase	Mode	Duration
	1	In-Country	12 months
Proposed start date	5 July 2026		
Website	CSNU - Disability Services in Papua New Guinea		
Australian organisation:	Edmund Rice Christian Brothers Oceania Province		

ABOUT THE PARTNER ORGANISATION

Callan Services for Persons with Disabilities National Unit (CSNU) is a faith-based, not-for-profit organisation operating throughout Papua New Guinea. With a national network of Education Resource Centres and partner schools, we work across urban, rural, and remote communities to ensure that people with disabilities - especially children - can access essential services, support, and opportunities for inclusion.

Our aim is to promote the rights, dignity, and full participation of persons with disabilities by providing specialised education, early childhood intervention, therapy services, and community-based rehabilitation. We work closely with families, teachers, health workers, government departments, and local organisations to build capacity and strengthen inclusive practices within communities.

CSNU is continually expanding its programs to meet growing needs, particularly in inclusive education, early identification of disabilities, and training for frontline workers. Our future goals focus on strengthening provincial partnerships, improving data systems, and advocating for equitable access to services so that persons with disabilities across PNG can thrive with independence and dignity.

ABOUT THE ASSIGNMENT

The development of a profit-for-purpose optometry clinic is a key strategic priority for CSNU as it works to expand access to quality eye care across Papua New Guinea. Vision impairment remains a significant but preventable barrier to education, employment, and wellbeing. Establishing a sustainable clinic model will not only improve service availability but also generate income to support CSNU’s disability programs nationwide.

A volunteer optometrist will play a vital role in setting up clinical systems, delivering high-quality eye care, and building the business foundations needed for long-term sustainability. PNG currently has a severe shortage of qualified optometrists, particularly those with experience in both clinical practice and service development, making it difficult to fill this role locally. The volunteer will help train staff, strengthen community outreach, and support the clinic’s growth.

CSNU brings strong national networks, deep community trust, and decades of experience working with persons with disabilities. The volunteer will gain valuable exposure to service delivery in diverse settings, capacity building within a grassroots organisation, and the opportunity to contribute to an innovative health and social-impact model designed specifically for PNG’s unique context.

ASSIGNMENT OBJECTIVES AND PROPOSED ACTIVITIES

The volunteer will work alongside members of CSNU to support the below objectives:

Assignment objectives	Proposed activities
<p>In-Country Phase Objective: Establish and strengthen clinical systems for the profit-for-purpose optometry clinic, ensuring high-quality, accessible, and sustainable eye care services across PNG.</p>	<ul style="list-style-type: none"> • Support CSNU staff to develop and implement standard operating procedures for eye examinations, referrals, equipment use, and patient flow. • Assist in setting up record-keeping and data management systems to ensure accurate monitoring of clinical outcomes and service delivery. • Mentor staff in maintaining equipment, ensuring infection control, and delivering consistent, high-quality patient care.
<p>In-Country Phase Objective: Build local capacity by training and mentoring CSNU staff in clinical practice, service delivery, outreach coordination, and basic optometry support skills.</p>	<ul style="list-style-type: none"> • Provide on-the-job coaching for staff in basic optometry skills such as vision screening, dispensing glasses, and conducting preliminary assessments. • Deliver training sessions on customer service, clinic administration, and community awareness to strengthen overall service delivery. • Work with CSNU leadership to identify skill gaps and co-develop ongoing professional development plans for staff.

<p>In-Country Phase Objective: Support business development and outreach expansion by helping to design sustainable service models, strengthen community engagement, and extend eye-care services to underserved populations.</p>	<ul style="list-style-type: none"> • Assist CSNU in designing a sustainable pricing structure and service model that balances affordability with clinic revenue goals. • Support staff to plan and deliver community outreach programs, including vision screening days in underserved communities. • Help develop partnerships with schools, health facilities, and local organisations to increase referrals and awareness of eye-care services.
<p>Inclusion objective and proposed activity</p>	
<p>The volunteer will work alongside the partner organisation to uphold values of diversity, equity and inclusion. Inclusive approaches will aim to make everyone welcome and support equal access to activities and opportunities regardless of gender, age, disability status or background (eg religion, language, ethnicity and marginalised or vulnerable groups).</p> <p>The volunteer will work alongside members of CSNU to:</p> <ul style="list-style-type: none"> • Support CSNU staff to design and implement inclusive eye-care and outreach practices, such as ensuring screening locations are accessible, adapting communication materials for different languages and disability needs, and promoting equal participation of women, youth, persons with disabilities, and marginalised groups during clinic and community activities. 	

SELECTION CRITERIA

Education and qualifications

Essential	Desirable
<ul style="list-style-type: none"> • Qualified Optometrist with a recognised degree or diploma in Optometry from an accredited institution. • Current registration as an optometrist in home country or internationally recognized body 	<ul style="list-style-type: none"> • Postgraduate training or certification in public health, community eye care, or health service management. • Training in business management or social enterprise development relevant to running profit-for-purpose health services.

Knowledge and experience

Essential	Desirable
<ul style="list-style-type: none"> • Clinical optometry skills including comprehensive eye examinations, diagnosis, and basic dispensing of corrective lenses. • Capacity building and training skills to effectively mentor and support local staff in clinical and operational tasks. • Business development and community engagement skills to assist in clinic management, outreach planning, and partnership building. 	<ul style="list-style-type: none"> • Experience with data management systems or electronic medical records to improve clinic reporting and patient tracking. • Cross-cultural communication skills to effectively engage with diverse communities and adapt services to local contexts.

Following the Program’s values on locally led development, this Assignment Description has been developed and negotiated in good faith with the Partner Organisation. The information contained was correct at the time of acceptance of the request. However, while we take responsibility for matters under our direct control, all assignments and arrangements are subject to change. This assignment may be amended or withdrawn to reflect changes in circumstances.

Line Manager: CSNU Director

Working relationships: Callan Connect Team

Hours and days of work:

In-country phase
Full time (08:00 AM – 04:00 PM, weekdays only)

Leave: All volunteers are entitled to 20 days leave per 12 months, unless advised otherwise. The same conditions and terms as local colleagues apply, including national holidays.

Work from home: Working from home while on an in-country phase must be in line with usual partner organisation's practices and agreed with the in-country office.

<p>Professional indemnity insurance <i>(Required for all volunteers who are acting as a medical, allied health or legal professional whilst on assignment):</i></p>	<p>Yes, this assignment is deemed to require professional indemnity insurance</p>
<p>The volunteer should consult the partner organisation about the need for professional indemnity insurance for the role prior to departure. Where required and/or considered essential to hold this insurance, please discuss this with the Volunteer Services Manager in Melbourne prior to departure.</p>	

LIFE AS A VOLUNTEER

The Australian Volunteers Program supports volunteers from preparing to go on assignment through to returning home. For a full breakdown of support provided including assignment allowances, please visit: <https://www.australianvolunteers.com/volunteering/lifestyle-and-support/>

Country context

Learn more about the host country's location by reading the country profile. We encourage candidates to research the specific location of this assignment as it will be discussed and addressed with a recruitment officer during the interview process.

For more information, please visit country links: <https://www.australianvolunteers.com/countries/png> and <https://www.dfat.gov.au/geo/papua-new-guinea>

HOW TO APPLY

All applications must be submitted online through the Australian Volunteers Program website. If you have not already done so, you will need to register on our website prior to applying. For more information about how to apply, please visit:

<https://www.australianvolunteers.com/volunteering/how-it-works>

We actively support and encourage people of all backgrounds and abilities to volunteer internationally and aim to make the program as accessible and inclusive as possible. The program has a dedicated Indigenous Programs Coordinator to support Aboriginal and/or Torres Strait Islander volunteers, who can be contacted at indigenouspathways@australianvolunteers.com. Access and inclusion plans are available for volunteers with disabilities, to ensure their assignments and living and working arrangements are made more accessible.

Personal circumstances *(This may not apply for Remote-only assignments; consider discussing with AVP team)*

Due to security, cultural, legal or visa restrictions associated with this location, we ask that applicants disclose the following:

- If they want their same-sex partner to accompany them on assignment.
- If they want their partner, to whom they are not legally married, to accompany them on assignment.
- If they want their child(ren) to accompany them on assignment.
- If they have a criminal conviction where a criminal conviction may be relevant to the inherent requirements of the assignment.