



International Organization for Migration (IOM)
The UN Migration Agency

Position Title : **Clinical Nurse Coordinator (Health Assessment Programmes)**
Duty Station : **Geneva, Switzerland**
Classification : **Professional Staff, Grade P4**
Type of Appointment : **Fixed term, one year with possibility of extension**
Estimated Start Date : **As soon as possible**
Closing Date : **04 June 2019**

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

IOM is committed to a diverse and inclusive work environment. Read more about diversity and inclusion at IOM at www.iom.int/diversity.

Applications are welcome from first- and second-tier candidates, particularly qualified female candidates as well as applications from the non-represented member countries of IOM. For all IOM vacancies, applications from qualified and eligible first-tier candidates are considered before those of qualified and eligible second-tier candidates in the selection process.

For the purpose of this VN, the following are considered first-tier candidates:

1. Internal candidates
2. External female candidates:
3. Candidate from the following non-represented member states:
Antigua and Barbuda; Bahamas; Cabo Verde; Comoros; Cook Islands; Cuba; Djibouti; Fiji; Gabon; Grenada; Guinea-Bissau; Guyana; Holy See; Iceland; Kingdom of Eswatini; Kiribati; Lao People's Democratic Republic (the); Lesotho; Libya; Marshall Islands; Mauritania; Micronesia (Federated States of); Montenegro; Namibia; Nauru; Palau; Papua New Guinea; Paraguay; Saint Kitts and Nevis; Saint Lucia; Saint Vincent and the Grenadines; Samoa; Sao Tome and Principe; Seychelles; Solomon Islands; Suriname; Timor-Leste; Tonga; Tuvalu; Vanuatu

Second tier candidates include:

All external candidates, except candidates from non-represented member states of IOM and female candidates.

Context:

Under the overall supervision of the Director of the Migration Health Division (MHD) and direct supervision of the Senior Programme Coordinator (SPC), Health Assessment Programmes (HAP); and, in close coordination with the Senior Quality Assurance and Compliance Officer (SQACO), Chief Migration Health Officers (CMHO) and other migration health colleagues at Headquarters (HQ), Regional and Country Office levels, the successful candidate will be responsible for improving clinical services and standards of care for migrants in the framework of IOMs Health Assessment Programmes (HAPs) worldwide.

Core Functions / Responsibilities:

1. Streamline clinical services and implement organizational standards by providing direct support and advice to the Health Assessment Programmes (HAP) implementing Country Offices (COs).
2. Lead and monitor resource management in HAPs. This includes the following functions:
 - In coordination with MHD HR Business Partner, define staffing levels for nurses and support staff, contribute to harmonization of grades and TORs; provide advice to SPC HAP and CMHOs on optimal staffing levels and organization of nursing and support staff;
 - Take part in recruitment of nurses, especially in leadership positions such as Chief Nurses and Senior Nurses;
 - Develop Asset and Inventory Management System, related to medical equipment and supplies in collaboration with PSD;
 - Develop and implement the Pharmacy Management system; as well as further development/improvement of the Vaccine Management System; and,
 - Assist SPC HAP in budget reviews from the point of view of adequacy of human and material resources for programme implementation.
3. Lead needs assessment missions and assist in establishing new HAP operations, as required.
4. Develop IOM global nursing guidelines, standards and standard operating procedures (SOPs) as they relate to nursing activities. In line with priorities outlined in the Quality Framework for MHD, develop global SOPs, checklists and instructions for procedures where nurses play a principle role.
5. Participate in Migration Health Assessment Centre audits and provide feedback on clinical and workflow performance, especially in respect of principle nursing procedures. Suggest corrective actions while analyzing and disseminating best practices.
6. Organize in-house and external trainings and keep track of nurses' engagement in trainings and continuous medical education.
7. Serve as a Global Infection Prevention and Control (IPC) Officer. In coordination with OHU and other relevant divisions, support the implementation of IPC standards in IOM medical facilities. Liaise with the Occupational Health Unit regarding policies and guidance on prevention and management of occupational exposure to infections; contribute to development of such policies.
8. Liaise with local health authorities of migrant resettlement countries, donors, international and non-government organizations, as needed.
9. Validate nursing activities in other thematic areas such as Health Promotion and Assistance for Migrants and Health Assistance for Crisis-Affected Populations. This may include mobilization of nursing resources from health assessment programmes, provision of advice to nurses, direct involvement in establishing nursing procedures and other assistance.
10. Promote IOM's nursing activities and practices through relevant briefing and promotional materials and at international fora and with partner organizations.
11. Keep abreast of trends and global health strategies on nurse migration and provide inputs to MHD and LHD projects on topics such as nurse diaspora engagement, WHO global code of practice, engaging refugee and migrant nurses in workforce.
12. Perform any other duties as may be assigned.

Required Qualifications and Experience:

Education

- Master's degree in Nursing, Public Health, Health Administration or a related field from an accredited academic institution with five years of relevant professional experience; or
- University degree in the above fields with seven years of relevant professional experience.

Experience

- Experience in an international organization is mandatory;
- Demonstrated experience in managerial responsibilities is mandatory;
- Understanding and demonstrated experience in implementation of QC/QA processes to the nursing or broader clinical practice is an essential requirement;
- Demonstrated experience with writing SOPs and instructions is mandatory;
- Thorough knowledge and experience in application of internationally accepted standards of nursing practices;
- Experience in health assessments or other programmes for delivering health care to refugees and other migrants is a distinct advantage;
- Working experience or training in the areas of tuberculosis management, immunizations, communicable diseases and infection prevention and control is preferable.

Languages

Fluency in English is required. Working knowledge of French and/or Spanish is an advantage.

1 Accredited Universities are the ones listed in the UNESCO World Higher Education Database (<https://whed.net/home.php>).

Required Competencies:

Values

- **Inclusion and respect for diversity:** respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- **Integrity and transparency:** maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- **Professionalism:** demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

Core Competencies – behavioural indicators level 3

- **Teamwork:** develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- **Delivering results:** produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- **Managing and sharing knowledge:** continuously seeks to learn, share knowledge and innovate.
- **Accountability:** takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- **Communication:** encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

Managerial Competencies – behavioural indicators level 3

- **Leadership:** provides a clear sense of direction, leads by example and demonstrates the

ability to carry out the organization's vision; assists others to realize and develop their potential.

- **Empowering others & building trust:** creates an atmosphere of trust and an enabling environment where staff can contribute their best and develop their potential.

- **Strategic thinking and vision:** works strategically to realize the Organization's goals and communicates a clear strategic direction.

Other:

Internationally recruited professional staff are required to be mobile.

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

The list of NMS countries above includes all IOM Member States which are non-represented in the Professional Category of staff members. For this staff category, candidates who are nationals of the duty station's country cannot be considered eligible.

Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and security clearances.

How to apply:

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by 04 June 2019 at the latest, referring to this advertisement.

IOM only accepts duly completed applications submitted through the IOM e-Recruitment system. The online tool also allows candidates to track the status of their application.

Only shortlisted candidates will be contacted.

For further information please refer to: www.iom.int/recruitment

Posting period:

From 14.05.2019 to 04.06.2019

No Fees:

IOM does not charge a fee at any stage of its recruitment process (application, interview, processing, training or other fee). IOM does not request any information related to bank accounts.

Requisition: VN2019/45(P)-ClinicalNurseCoordinator(HAP)(P4)-Geneva,Switzerland (55835248)

Released

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