

Position Title : **Migration Health Officer (Health Assessment Programmes)**
Duty Station : **Addis Ababa, Ethiopia**
Classification : **Professional Staff, Grade P3**
Type of Appointment : **Fixed term, one year with possibility of extension**
Estimated Start Date : **As soon as possible**
Closing Date : **07 September 2023**

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 vacancy, the following are considered first-tier candidates:

1. Internal candidates
2. Candidates from the following non-represented member states:
Antigua and Barbuda; Barbados; Botswana; Cabo Verde; Comoros; Congo (the); Cook Islands; Dominica; Fiji; Grenada; Guinea-Bissau; Holy See; Iceland; Kiribati; Lao People's Democratic Republic (the); Madagascar; Marshall Islands; Micronesia (Federated States of); Namibia; Nauru; Palau; Saint Kitts and Nevis; Saint Lucia; Seychelles; Solomon Islands; Suriname; The Bahamas; Tonga; Tuvalu; Uzbekistan; Vanuatu

Second tier candidates include:

All external candidates, except candidates from non-represented member states.

Context:

Under the overall supervision of the Chief of Mission (CoM) and the direct supervision of the Chief Migration Health Officer (CMHO), the Migration Health Officer (Health Assessment Programmes) will be responsible for the management of the Migration Health Assessment Centre (MHAC) in Addis Ababa, Ethiopia.

Core Functions / Responsibilities:

Health Assessment Portfolio

1. Organize and supervise Addis Ababa MHAC's migration health assessment process to fulfil the technical requirements of the resettlement countries in the areas of:

- Medical examinations;
- Imaging;
- Laboratory testing;
- Vaccinations;
- TB management;
- Treatment and referrals;
- Pre-departure procedures and medical movements;
- Documentation, certification and information transmission; and,
- Other technical areas as may be required.

2. Conduct health assessment for refugees and migrants, including review of medical history, physical examination, evaluation of Chest X-ray (CXR) and review of the lab results in accordance with the technical guidelines of the resettlement countries.

3. Maintain the infrastructure and equipment of MHAC premises so that they meet the professional standards of quality and safety and are sufficient and adequate for provision of the services.

4. Coordinate, with the Chief Migration Health Officer , human resources and MHAC organizational structure needs to ensure sufficient and adequate planned levels of health assessments and that staff have necessary qualifications and skills. Contribute to the network of external human resources, such as consultants and medical escorts, to support health assessment process and travel assistance.

5. Ensure that the Chief Migration Health Officer is informed about the MHAC's health activities and that the IOM medical facilities have obtained approval to provide health assessments and related services.

6. Contribute to and maintain efficient, client-centered procedures while ensuring a high level of integrity at all stages of the MHAC's process, including client information and appointment system, payment, registration, pre- and post-test counselling, examination, testing, treatment and referrals, submission of health assessment results, pre-departure and other procedures. Establish within MHAC a system enabling clients to provide feedback.

7. Contribute to and maintain a system of quality improvement for each service area within the MHAC. Undertake quality control activities on a regular basis, including practice observation, desk audits and use of self-assessment tools. Use data analysis and web reporting system to monitor performance indicators. Ensure implementation of the global IOM Standard Operating Procedures (SOPs); create and implement Addis Ababa MHAC specific SOPs for each service area. Ensure proper reporting and management of incidents according to the Guidance Note for Incident Management.

8. Collaborate with the CMHO to incorporate additional public health interventions in the HAP context. Interventions may include surveillance for communicable diseases, outbreak preparedness and response, health education and health promotion, public health services for host communities, liaison with public health institutions and other activities.

9. Supervise health- and non-health staff as well as external consultants involved in the health assessment process; ensure that performance evaluations for health staff are completed in a timely manner. Ensure that all staff are aware of the IOM Standards of Conduct under Article 42, and continuously reinforce these standards. Inform in due time the CoM and the IOM Office of

Ethics and conduct of any issues regarding staff misconduct.

10. Establish the MHAC staff development strategy in coordination with the CMHO, ensure that the appropriate plan is implemented. Within that plan, apart from attendance to external educational events, initiate, contribute to the organization and delivery of various professional in-house trainings.

11. Liaise with external service providers to negotiate agreements in coordination with Resources Management Officer (RMO). Exercise quality control over outsourced services and take corrective measures if necessary.

12. Maintain confidentiality and security of migration health data in accordance with the IOM Data Protection Principles.

13. Organize systematic collection, processing and analyses of migration health data according to guidelines established by the CMHO. Ensure data quality. Provide periodic, as well as ad-hoc reporting to the CMHO for migration health activities.

14. Oversee the financial aspects of the MHAC in close coordination with Ethiopia Country Office's finance staff: supervise budget preparation suggest adjustments and cost-effective solutions, and review financial reports.

15. Provide oversight and coordinate the procurement of medical equipment, vaccines, medications and other medical supplies in coordination with the CMHO and the Resources Management unit.

Other health activities

16. Facilitate the integration of health assessment activities into the overall migration related programming of Country Office through close collaboration with the various units at the Country Office level.

17. Advise IOM colleagues on the link between the Health Assessment Programme with the two other core MHD programme areas - Health Promotion and Assistance to Migrants and Migration Health Assistance to Crisis-Affected Populations.

18. Perform such other duties as may be assigned.

Required Qualifications and Experience:

Education

- University degree in Medicine from an accredited academic institution with at least seven years of professional work experience preferably in migration health .

or

- University degree in Medicine from an accredited academic institution with preferred specializations: internal medicine and its subspecialties, paediatrics, anaesthesiology, emergency medicine, family medicine, obstetrics and gynaecology plus Master's Degree in Community or Public Health, Medical Specialization in Infectious Diseases, Tropical Medicine or other related fields from an accredited academic institution with five years of relevant professional experience of which at least three (3) years managerial responsibilities.

Experience

- Working experience in the domain of medicine, four years of which is continuous clinical experience (either in clinical set-ups or immigration / resettlement medical examinations or health assessments);

- Experience with team management/ supervision is required, preferably within the context of immigration/resettlement medical examinations;
- Knowledge and experience with the health segment of United States Refugees Admission Programme (USRAP) as well as experience in the provision of immigration medical examinations for Australia, Canada, UK and New Zealand;
- Experience in managing health assessment programmes of a significant size, management of resources and personnel within migration health or public health projects;
- Experience in TB, migration health or other communicable disease control programmes among refugees and migrants in an international organization, UN agency or hospital;
- Experience with occupational health issues related to crisis and in developing countries;
- International experience in global public health issues, emergencies and policies; and,
- Experience in liaising with governmental and diplomatic authorities as well as national and international institutions.

Skills

- Excellent interpersonal, cross-cultural and diplomatic skills and the ability to lead and work inclusively with a diverse team;
- Ability to establish strong working relationships with senior officials in government, with civic leaders, businesspeople, and international donors;
- Excellent drafting, writing, reporting and analytical skills;
- Proven communication, interpersonal, networking and presentation skills.

Languages

IOM's official languages are English, French, and Spanish.

For this position, fluency in English is required (oral and written). Working knowledge of French and Spanish is an advantage.

Proficiency of language(s) required will be specifically evaluated during the selection process, which may include written and/or oral assessments.

Notes

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

Required Competencies:

Values - all IOM staff members must abide by and demonstrate these five values:

- **Inclusion and respect for diversity:** Respects and promotes individual and cultural differences. Encourages diversity and inclusion.
- **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.
- **Courage:** Demonstrates willingness to take a stand on issues of importance.
- **Empathy:** Shows compassion for others, makes people feel safe, respected and fairly treated.

Core Competencies – behavioural indicators level 2

- **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 actions 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 2

- **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 leadership and professional potential.
- **Empowering others:** Creates an enabling environment where staff can contribute their best and develop their potential.
- **Building Trust:** Promotes shared values and creates an atmosphere of trust and honesty.
- **Strategic thinking and vision:** Works strategically to realize the Organization's goals and communicates a clear strategic direction.
- **Humility:** Leads with humility and shows openness to acknowledging own shortcomings.

IOM's competency framework can be found at this link.

https://www.iom.int/sites/default/files/about-iom/iom_revised_competency_framework_external.pdf

Competencies will be assessed during a competency-based interview.

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.

This selection process may be used to staff similar positions in various duty stations. Recommended candidates endorsed by the Appointments and Postings Board will remain eligible to be appointed in a similar position for a period of 24 months.

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. Subject to certain exemptions, vaccination against COVID-19 will in principle be required for individuals hired on or after 15 November 2021. This will be verified as part of the medical clearance process.

Vacancies close at 23:59 local time Geneva, Switzerland on the respective closing date. No late applications will be accepted.

How to apply:

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by 07 September 2023 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 25.08.2023 to 07.09.2023

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: VN 2023 385 Migration Health Officer (Health Assessment Programmes) (P3) Addis Ababa, Ethiopia (58318109) Released

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