



International Organization for Migration (IOM)
The UN Migration Agency

Position Title : **Chief Migration Health Officer (Health Assessment Programmes)**

Duty Station : **Accra, Ghana**

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 : **26 January 2021**

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; Botswana; Cabo Verde; Comoros; Cook Islands; Cuba; Fiji; Gabon; Guinea-Bissau; Guyana; Holy See; Iceland; Kingdom of Eswatini; Kiribati; Lao People's Democratic Republic (the); Latvia; Luxembourg; Marshall Islands; Micronesia (Federated States of); Montenegro; Namibia; Nauru; Palau; Saint Kitts and Nevis; Saint Lucia; Saint Vincent and the Grenadines; Samoa; Sao Tome and Principe; Seychelles; Solomon Islands; Suriname; The Bahamas; Timor-Leste; Tonga; Tuvalu; Vanuatu

Second tier candidates include:

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

Context:

Under the direct supervision of the Chief of Mission (CoM) in Ghana and technical supervision of the Regional Health Assessment Programme Coordinator (RHAPC) and in coordination with the Regional Migration Health Specialist for West and Central Africa, the successful candidate will be responsible for the development, implementation and management of the Health Assessment and other health Programmes in Ghana.

Core Functions / Responsibilities:

Health Assessment Portfolio

1. Organize and supervise the migration health assessment process to fulfil the technical requirements of the resettlement countries in the areas of:
 - a. Medical examinations;
 - b. Imaging;
 - c. Laboratory testing;
 - d. Vaccinations;
 - e. TB management;
 - f. Treatment and referrals;
 - g. Pre-departure procedures and medical movements;
 - h. Documentation, certification and information transmission; and,
 - i. Other technical areas as may be required.
2. Ensure that the infrastructure and equipment of HAP premises meet professional standards of quality and safety and are sufficient and adequate for provision of the services.
3. Ensure that human resources and HAP organizational structure are sufficient and adequate for the planned levels of health assessments and that the staff has necessary qualifications and skills. Establish a sufficient network of external human resources, such as consultants and medical escorts, to support health assessment process and travel assistance. In coordination with the Human Resource Unit, ensure that all medical personnel maintain valid licenses to practice.
4. Ensure that the regulatory government authorities are informed about IOM's health activities and that the IOM medical facilities have obtained approval to provide health assessments and related services.
5. Establish and maintain efficient, client-centered procedures and ensure high level of integrity at all stages of HAP 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 and maintain a system, enabling clients to provide feedback.
6. Establish and maintain a system of quality improvement for each service area. Undertake quality control activities on a regular basis, including practice observation, regular supervisory visits to all facilities/teams involved in the health assessment operations, 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 country-specific SOPs for each service area. Ensure proper reporting and management of incidents according to the Guidance Note for Incident Management.
7. Incorporate additional public health interventions in the HAP context. Such 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.
8. 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. Informs in due time the CoM and the IOM Office of Ethics and Conduct of any issues regarding staff misconduct.
9. Establish the HAP staff development strategy and ensure that the appropriate plan is implemented. Within that plan, apart from attendance to external educational events, initiate, organize and deliver various professional in-house trainings.
10. Liaise with external service providers to negotiate agreements in coordination with the Resource Management Officer (RMO). Exercise quality control over outsourced services and

take corrective measures if necessary.

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

12. Organize systematic collection, processing and analyses of migration health data. Ensure data quality. Provide periodic, as well as ad-hoc reporting to MHD, for MH activities.

13. Oversee the financial aspects of the health programmes in close coordination with the mission's finance staff: supervise budget preparation and ensure monitoring of MH projects, suggest adjustments and cost-effective solutions, and review financial reports.

14. Provide oversight and coordinate the procurement of medical equipment, vaccines, medications and other medical supplies in coordination with the resource management unit.

15. Organize and supervise activities of mobile medical teams, if applicable.

Other health activities

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

17. Liaise and coordinate with national and international health and development assistance authorities regarding public health interventions. Develop, strengthen and expand partnerships with national Ministries of Health, World Health Organization (WHO)

18. Liaise with donors and other key partners (UN, state and non-state partners) and ensure representation of IOM in all fora dealing with migration health issues.

19. 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.

20. Perform such other duties as may be assigned.

Required Qualifications and Experience:

Education

- University degree in Medicine from an accredited academic institution with preferred specializations: internal medicine and its subspecialties, Pediatrics, Anesthesiology, Emergency Medicine, Family Medicine, Obstetrics and Gynecology; and minimum of seven (7) years of relevant professional experience; or
- 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 (5) years of relevant professional experience of which at least three (3) years managerial responsibilities.

Experience

- Continuous clinical experience preferably in a multidisciplinary hospital setting or at IOM/similar international clinic context;
- Experience in Migration Health Assessments;
- Demonstrated progressive experience in health programme management;
- Experience in project development, management and report writing;
- Experience in supervision and coordination;

- Experience in migration health emergency response is an asset; and,
- Experience in establishing partnerships with government institutions, health institutions and other partners.

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 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 three 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 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 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 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 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.

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.

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 26 January 2021 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 13.01.2021 to 26.01.2021

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 2021 05 Chief Migration Health Officer (Health Assessment Programmes) (P3) Accra, Ghana (56804083) Released

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