



IOM International Organization for Migration

Vacancy Notice 2023-09 Open to Internal and External Candidates

Position Title	: Migration Health Program Officer (Medical Health Department)
Duty Station	: Chisinau, Moldova
Classification	: National Officer, Category Grade, NO-B, UN Salary Scale
Type of Appointment	: Fixed term one year, with possibility of extension
Estimated Start Date	: ASAP
Closing Date	: April 21, 2023

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and 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 environment. Well qualified candidates, particularly women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV are particularly encouraged to apply.

Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

Context:

Under the overall guidance of the Chief of Mission of IOM Moldova, and the direct supervision of the Chief Migration Health Officer in Chisinau, the Migration Health Programme Officer will be tasked with leading the portfolio of migration health through the development of new programs and supervising existing ones focusing on the health promotion and assistance to migrants and migration health assistance to crisis-affected populations areas in the Republic of Moldova, within the Migration Health Department (MHD).

Core Functions / Responsibilities:

1. Coordinate the overall implementation of the Migration Health-related projects including the oversight of the financial, logistical, administrative, and technical aspects in accordance with IOM's policies, practices, and global standards as well as relevant requirements, guidelines, and grant agreements.
2. Monitor project's implementation according to the work plan; document and evaluate results; identify the causes of deviations and bottlenecks and recommend and implement corrective actions.
3. Promote and contribute to the integration and mainstreaming of gender, protection, human rights, and other pertinent cross-cutting issues into program implementation.

4. Develop monitoring, evaluation, and reporting tools. Contribute to information management including awareness raising and visibility, press releases, website updates, and other relevant information-sharing materials.
5. Identify potential areas for project development and contribute to the development of new projects by selecting and summarizing background information, assessing the local context, and drafting segments of project proposals.
6. Participate in the development and adjustment of methodologies, contingency plans, approaches, and standard operations procedures to respond to emerging challenges in the county through a consultative process with other relevant parties in the office.
7. Coordinate the elaboration and dissemination of reports for donors, government, and other relevant stakeholders ensuring timely submission and compliance with donor and IOM requirements.
8. Liaise and coordinate with government entities, implementing partners, United Nations agencies, civil society, donors, and other stakeholders.
9. Plan, develop, organize, and deliver capacity-building activities to build the capacity of staff, partners, government officials, and other humanitarian actors.
10. Participate in relevant conferences, working groups, workshops, steering committees, working groups, and other forums.
11. Supervise, train, and guide project staff.
12. Undertake duty travel as required related to project implementation and monitoring.
13. Perform other related duties as assigned.

Required Qualifications and Experience

Education:

- Bachelor's degree in Business and Administration, Public Health or related fields from an accredited academic institution with four years of relevant professional experience; or,
- Master's degree in Business and Administration, Public Health management or a related field from an accredited academic institution with two years of relevant professional experience;
- University degree in Medicine would be considered an added advantage.

Experience:

- Experience in liaising with governmental authorities, national/international institutions, United Nations agencies and non-governmental organizations;
- Experience in working with migrants, refugees, internally displaced persons, victims of trafficking and other vulnerable groups; and,
- Prior work experience with international humanitarian organizations, non-government or government institutions/organization in a multi-cultural setting is an advantage.
- Knowledge of Humanitarian Medical assistance is an advantage.
- Knowledge of healthcare, financial and administrative management is an advantage.

Skills:

- Proven skills in coordinating multidisciplinary teams and establishing and maintaining working relations with senior government officials, UN agencies, NGOs and Donors, including familiarity with the humanitarian cluster system;

- Demonstrated ability to identify, approach, and coordinate with stakeholders of diverse backgrounds and levels of expertise;
- Demonstrated ability to supervise and direct staff and create team-oriented environment;
- Demonstrated ability and willingness to work in difficult areas/situations; and drive for results; and,
- Strong level of analytical skills and computer literacy.

Languages:

Fluency in English, Romanian and Russian (oral and written).

Required Competencies

The incumbent is expected to demonstrate the following values and competencies:

Values

- Inclusion and respect for diversity respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintain 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.

Other

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

Internals of the Organization and NMS candidates will be considered as first-tier candidates. This vacancy is also open to second-tier candidates.

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

Only candidates residing in either the country of the duty station or from a location in a neighbouring country that is within commuting distance of the duty station will be considered. In all cases, a prerequisite for taking up the position is legal residency in the country of the duty station, or in the neighbouring country located within commuting distance, and work permit, as applicable.

How to apply:

Interested applicants are invited to send the Personal History form https://civic.md/userfiles/attachments/14191/IOM_Personal_History_Form.xls and cover letter in English to: hrchisinau@iom.int

Please, indicate the position you are applying for and reference code in the subject line of your message.

Closing date for applications is **21 April 2023**.

In order for an application to be considered valid, IOM only accepts the Personal History Forms duly completed.

Only shortlisted candidates will be contacted.

Posting period:

From 07.04.2023 to 21.04.2023