



IOM International Organization for Migration

SHORT VACANCY NOTICE

Open to Internal & External Candidates

Position : **NATIONAL MIGRATION HEALTH PHYSICIAN
(MM/AVRR)**

Organizational Unit : **Migration Management Unit (MMU)**

Duty Station : **Lagos**

IOM Classification : **NO-A**

Type of Appointment : **Special Short Term (SST) Grade Equivalent
Contract (Renewable)**

SVN No. : **SVN2018/92**

Estimated Start Date : **As soon as possible**

Closing Date : **11th September, 2018**

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

Context:

Working under the general supervision of the Program Manager, Migration Management and the direct supervision of the Migration Health Officer (MHO) of the IOM Lagos office for technical matters, the National Migration Health Physician will be responsible for providing clinical, administrative and project management support for the Migration Management Unit (MMU). He/she will:

Core Functions / Responsibilities:

1. Assist to coordinate all the migration health activities related to voluntary returns of Nigerian migrants. This includes but not limited to logistic preparation for medical screening, handling and safekeeping of individual medical files, collection of bio data and medical history, physical examination, ensuring identity checks of the applicants and confidentiality of information throughout the screening process.
2. Conduct health assessment for migrant populations according to provided technical instructions for migrants and IOM Migration Health Assessment Guidelines including but not limited to review test results, check accuracy and medical documents, suggest corrective measures and ensure client-oriented services
3. Supervise clinical and non-clinical staff to ensure all MMU's health activities are performed in an effective and efficient manner.

4. Assist with the quality control/quality assurance by liaising with the service providers (radiology unit, microbiology laboratory) on a regular basis, correct minor digressions from the regular procedure, inform the Migration Health Officer about current or potential problems jeopardizing integrity of the program and suggest improvements and ways to optimize procedures.
5. Make necessary arrangements for addressing significant medical conditions and organizing assistance in accordance with IOM mandate and procedures directly or through partners, with special focus on: providing information to the migrants and affected family members, counselling of positive cases, providing treatment or referral for treatment, making necessary medical arrangement including medical escorts, and following up patients where necessary.
6. Facilitate medically assisted movements (pre- departure medical screening, pre-embarkation checks, escort...) and arrange medical related travel assistance to departing refugees.
7. Contribute to the analysis and technical elaboration of data gathered from the migration health assessment.
8. Ensure contracts/MoU/ service agreements with health providers are up to date, quality of services is maintained and follow up with finance on their timely invoices payments.
9. In coordination with the MHO liaise with in the health and immigration authorities, embassies, and donors. If requested by MHO or Programme Manager, represent MMU in internal and external meetings.
10. Take part in staff capacity building activities through provision of technical guidance and training
11. Enter medical information and other details into health databases and maintain records to assure appropriate flow of health data.
12. Assist MHO in the preparation, and implementation of research activities related to the migration health, tuberculosis and sexually transmitted diseases.
13. Provide technical assistance to MHO and the Programme Manager in the development of potential health and migration projects/programmes for the mission.
14. Ensure smooth communication with sending countries of AVRR cases
15. Performing any other related duties that may be assigned by the direct supervisor and the Programme Manager.

Required Qualifications and Experience

- Master's Degree in Public Health or other related clinical specialties or University degree in Medicine.
- A minimum of two years relevant clinical experience in the humanitarian sector preferable the United Nations;
- Registered to practice in Nigeria and with a valid registration license;
- Experience in administration/management an advantage;
- Continuous clinical experience in busy public or private hospitals is also an added advantage;
- Training/experience in Paediatrics, Internal Medicine or Infectious Diseases is an advantage;
- Experience liaising with federal and state health agencies and NGO partners;

- Good knowledge of information technology and proficiency in Microsoft Office applications especially Excel, Word, PowerPoint, Publisher, Outlook and SharePoint;
- Ability to work under pressure with heavy workloads and tight timelines;
- Willing to accept flexible work schedule;
- Attention to details and accuracy in handling and reporting data;
- Strong communication, negotiation and problem-solving skills;

Languages

Fluency in **English** and Native Language; Fluency in multiple languages advantageous;

Required Competencies

Behavioural

The incumbent is expected to demonstrate the following competencies:

- Accountability – takes responsibility for action and manages constructive criticisms
- Client Orientation – works effectively well with client and stakeholders
- Continuous Learning – promotes continuous learning for self and others
- Communication – listens and communicates clearly, adapting delivery to the audience
- Creativity and Initiative – actively seeks new ways of improving programmes or services
- Leadership and Negotiation – develops effective partnerships with internal and external stakeholders;
- Performance Management – identify ways and implement actions to improve performance of self and others.
- Planning and Organizing - plans work, anticipates risks, and sets goals within area of responsibility;
- Professionalism - displays mastery of subject matter
- Teamwork – contributes to a collegial team environment; incorporates gender related needs, perspectives, concerns and promotes equal gender participation.
- Technological Awareness - displays awareness of relevant technological solutions;
- Resource Mobilization - works with internal and external stakeholders to meet resource needs of IOM (optional depending on position level)

Other

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

Only candidates residing in the country of the duty station within commuting distance of the duty station will be considered.

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

Women with the above qualifications are encouraged to apply.

How to apply:

Interested candidates are invited to submit their applications via email to **HRNIGERIA@iom.int** indicating position applied on subject line by **Tuesday 11th September 2018**

In order for the applications to be considered valid, IOM only accepts applications with a cover letter not more than one page specifying the motivation for application, addressed to **Human Resources, International Organization for Migration (IOM)** and with a subject line **SVN2018.92 Lagos. NATIONAL MIGRATION HEALTH PHYSICIAN (MM/AVRR)**.

All applications should include a functional email address, mobile numbers and detailed curriculum vitae (CV).

Please note that this position is open only to Nigerian National applicants and only shortlisted candidates will be contacted.

Posting period:

From 29.08.2018 to 11.09.2018