

Open to Internal and External Candidates

Position Title	: Senior Migration Health Nurse
Organizational Unit	: Migration Health Division
Duty Station	: Baghdad - Iraq
Classification	: General Service Staff, Grade G7
Type of Appointment	: Special Short Term contract (SST)
Duration of Appointment	: Six (6) months with possibility of extension
Closing Date	: 28 th April 2024
Reference Code	: SVN2024/IRQ/087

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. Applications from qualified female candidates are especially encouraged as well as the 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:

IOM Iraq Mission has been implementing the Migration Management Programme, with the objective to support the Government to facilitate safe, orderly and regular migration, mitigate security threats, cross-border organized crime and positively impact the country's socioeconomic development. The programme's intervention areas include legislation and policy, equipment and infrastructure support, institutional capacity development and trainings.

Under the general guidance of Chief of Mission (CoM)/DCoM, and the overall supervision of the Head of Migration Management Division, and direct supervision of the Programme Officer, the incumbent will be responsible for supporting and assisting the achievement of the objectives of the Migration Management Programme as well as successful day to day implementation of the activities under the Programme.

Under the general guidance of Chief of Mission (CoM)/DCoM, and overall supervision of Chief Migration Health Officer and the direct supervision of the National Medical Officer, the successful candidate will be responsible for carrying out the following duties and responsibilities,

Core Functions / Responsibilities:

1. Lead daily nursing and administrative activities of the migration health assessment in the Migration Health Assessment Centre (MHAC) 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) Counselling;
 - i) Documentation, certification and information transmission;
 - j) Directly observed treatment/therapy short-course (DOTs);
 - k) Fitness-to-travel checks; and,
 - l) Other technical areas as may be required.
2. Supervise all daily nursing and administrative activities, namely:
 - a) Assign tasks to nurses and clerks;
 - b) Monitor pre-examination information sessions, counselling, history, follow up and vital signs taking; verify that nurses and medical clerks enter information into relevant databases in a timely and accurate manner, in accordance to their specific functions; and,
 - c) Facilitate and monitor implementation of fraud-prevention measures, including testing performed outside of the MHAC.
3. Contribute to the establishment and maintenance of an optimal workflow at the health assessment site by suggesting and implementing improvements to facilitate timeliness of completion of nursing and clerical tasks.
4. Verify that all migrant/refugee identity check mechanisms are well established and followed.
5. Implement quality assurance and quality control measures for nursing and clerical activities; participate in writing SOPs and instructions as well as staff training.
6. Verify that SOP's, checklists and standard universal precautions within MHAC are followed.
7. Check that the MHAC pharmacy, stock, medical kits and emergency kits within the MHAC and for medical escorts if applicable are well maintained according to guidelines and SOP's.
8. Coordinate, follow up and verify procurement for MHAC – including purchase orders, payment requests and invoices.
9. Gather and analyze administrative reports and program updates as necessary; report any inconsistencies or issues to the N+1 (CMHO or chief nurse).
10. Coordinate the planning and execution of mobile missions if applicable.
11. Coordinate, and perform if needed, the medical escort duties when required to ensure migrants receive continued care throughout all phases of migration (before departure, during the journey and at the final destination).
12. Gather and analyze statistical information and share with the Chief Migration Health Nurse or CMHO as per pre-set and agreed upon format.
13. Maintain collaborative relationships with various partners to facilitate the follow up and relevant information sharing. Partners include internal IOM departments, other health providers, panel physicians, Embassies other UN agencies or NGO's and others as applicable.
14. May have responsibility for direct supervision of a designated team.
15. Perform other duties as may be assigned.

Qualifications;

Education

- University degree in nursing or in a related field from an accredited academic institution with 4 years of relevant professional experience.
- Completed High School Degree in the above fields or related field from an accredited academic institution with 6 years of relevant professional experience; or

Experience

- For Bachelor's Degree holder a minimum of four years of relevant clinical experience with at least two years in a supervisory role
- Excellent technical skills, including in phlebotomy.
- Training or working experience in the areas of Tuberculosis management, mass immunizations, communicable diseases, laboratory testing or public health is an advantage.
- Knowledge of and experience in clinical nursing.
- Managerial experience is desirable.
- Knowledge of principles of preventive care and disease control.
- Knowledge of and experience in implementation of patient safety and infection prevention and control.
- Computer literacy required: MS Office suite (Word, Excel, Access)

Skills

- Leadership skills
- Organizational skills
- Communication skills

Languages

- English and Arabic are required.
- Any other language is an advantage.

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: 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.

- Fosters a sense of team spirit by developing a shared understanding, accountability and enthusiasm for the team's work.
- Displays a high level of cultural awareness, sensitivity to different ways of working and leverages individual strengths in order to build a better team.
- Shares credit for team accomplishments and ensures that the contribution of others is recognized.
- Helps create a positive team spirit, putting aside personal considerations to help the team achieve its goals.

Delivering results: produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.

- Produces high-quality results and workable solutions that meet clients' needs.
- Anticipates constraints, identifies solutions and takes responsibility for addressing critical situations.
- Monitors own and others' work in a systematic and effective way, ensuring required resources and outputs.
- Aligns projects with Organization's mission and objectives and demonstrates a good understanding of the impact of team's and own work on external and internal counterparts.

Managing and sharing knowledge: continuously seeks to learn, share knowledge and innovate.

- Disseminates and shares knowledge openly and actively contributes to knowledge/network communities for topics relevant to area of expertise.
- Encourages knowledge-sharing across units/departments and ensures that knowledge is captured, recorded and disseminated appropriately.
- Builds networks for the effective communication and exchange of knowledge and ideas and puts others into contact with various sources of knowledge.
- Contributes to an environment that is conducive to innovation and learning.

Accountability: takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.

- Proactively seeks responsibility in delivering towards the goals of the Organization.
- Plans and organizes work with a clear and deliberate focus, ensuring commitments are easily identified and progress is widely communicated.
- Stands by the actions of team or department, publicly accepting ownership.
- Takes responsibility of own shortcomings and those of the work unit, where applicable.

Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

- Speaks and writes clearly and effectively.
- Seeks to share information with others, with due respect for diversity and the confidentiality of specific sensitive information.
- Listens and seeks to understand without bias, and responds appropriately.

- Shares information and keeps others up to date; actively seeks others' views and ideas and respects their contribution.

IOM IN/234 - Policy and Procedures for Preventing and Responding to Sexual Exploitation and Abuse
IOM has a policy of zero tolerance of sexual exploitation and abuse (SEA) by IOM staff members and the employees or any other persons engaged and controlled by IOM Contractors. The staff members and all contract type holders shall protect against and prevent sexual exploitation and abuse (PSEA).

Others

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

Appointment will be subject to certification that the candidate is medically fit for appointment and verification of residency, visa and authorizations by the concerned Government, where applicable.

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:

While this vacancy is open to both Internals and Externals, priority shall be given to qualified Internal applicants.

Interested candidates are invited to submit their applications via a link:

<https://iraqdatacenter.iom.int/Vacancy/Apply/SVN2024IRQ087>

For an application to be considered valid, IOM only accepts online profiles duly completed. Only shortlisted candidates will be contacted.

Posting period:

From 14.04.2024 to 28.04.2024