



International Organization for Migration (IOM)  
The UN Migration Agency

## OPEN TO INTERNAL AND EXTERNAL CANDIDATE

Reference No. : **CFCV/MZ10/2022/017**

Position Title : **Migration Health Data Assistant,**  
Duty Station : **Pemba, Mozambique**

Organizational Unit : **Migration Health**

Classification : **UG**

Type of Appointment : **Special Short Term Ungraded Contract, 6 months with the possibility of extension.**

Report to : **MHD Programme Officer**

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

Closing Date : **06 June 2022**

### ***Context:***

The International Organization for Migration (IOM), the UN Migration Agency is a dynamic and growing inter-governmental organization, with 172 member states. IOM is committed to the principle that “humane and orderly migration benefits migrants and society”. Established in 1951 and now active in over 440 field locations worldwide, IOM works with partners, government, and civil society to promote international cooperation to address operational challenges of migration and mobility, assist in the search for practical solutions to migration problems, and to provide humanitarian assistance to migrants in need, including refugees and internally displaced people. IOM addresses the migratory phenomenon from an integral and holistic perspective, including links to development, to maximize its benefits and minimize its negative effects.

IOM Mozambique has specialized in working with TB/HIV in Mozambican miners and migrant workers since 2012 and has since then developed a comprehensive approach with the objective of keeping Mozambican migrants in South Africa and in home communities in Mozambique safe and healthy. Through a close partnership with MISAU, IOM is building on its previous work and expanding the occupational health screening centre in Ressano Garcia border town to ensure the well-being of migrant workers circulating between their workplaces in South Africa and their homes in Mozambique. The migration health program also reaches migrant families in home communities in Gaza and Inhambane provinces.

IOM measures the quality and reach of its activities and uses this information to improve its actions. This implies the implementation of IOM Mozambique's MEAL system.

Under the direct supervision of the Migration Health Programme Officer, and the overall supervision of the Migration Health Programme Manager will support the development and implementation of monitoring instruments for the Migration Health TB and Occupational Health Programme.

***Responsibilities and Accountabilities:***

1. Support the design and implementation of data collection instruments for the Migration Health TB and HIV Community-Based Programme and for community-based surveillance for e-IDSR notifiable events.
2. Assist the regular compilation and review of data for primary healthcare services delivered and/or supported by IOM through mobile clinics and integrated mobile brigades.
3. Assist sharing of data and information for planning, monitoring, and reporting; including working with community health activist team leaders, health programme staff and partners to share and compare data.
4. Support the development of data reports for donors, government, other UN agencies and other stakeholders.

5. Regularly review and update data collection tools using KOBO and other data relevant platforms and provide refresher trainings to community health activists on tools and platforms.
6. Provide inputs on the use of effective internet-based systems that can be used to upload and share data, maps, graphics – building upon existing systems in IOM.
7. Assist in the implementation of accountability mechanisms within the Health Program based on the guidelines established within the MEAL system, including the review and implementation of satisfaction surveys.
8. Assist in the implementation of learning components and events using data gathered, lessons learned and best practices.
9. Provide inputs on how data can be displayed in most effective ways using specific design programs.
10. Any other such duties requested by the supervisor.

### ***Required Qualifications and Experience***

#### **Education**

- Relevant university degree in Information Management, Program Management or Administration.

#### **Experience**

- At least three years of relevant professional experience.
- Relevant knowledge and experience in the implementation of monitoring and evaluation methodologies and tools.
- Experience in communicating and working with a wide range of people, including people of culturally diverse backgrounds.
- Previous working experience in an international organization and familiarity with the IOM/UN common system or similar systems is an advantage.

#### **SKILLS**

- Solid computer skills, including proficiency in MS Office package (Office, Excel, Power Point, Outlook), is essential.

- Undertake duties delegated by the respective supervision, hold self-accountable in completion of assigned task, and manage resources efficiently.
- Knowledge of Computerized-aided design a data analysis programs, as well as design programs such as Adobe InDesign and photoshop a strong advantage.
- Knowledge of Health Programming is an advantage

## **Languages**

Fluency in Portuguese is required (oral and written). At least working knowledge of English is required.

## ***Required Competencies***

The incumbent is expected to demonstrate the following values and 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: 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.
- 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.

### ***Other***

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

### ***How to apply:***

Interested candidates are invited to submit their applications in **ENGLISH**, with:

- a) Cover letter clearly specify suitability and availability date.
- b) Detailed *curriculum vitae*, including skype user ID, phone number, historical salary and minimum three referees (preferably former direct supervisors).

Please submit your application by email to [iommzbvacancies@iom.int](mailto:iommzbvacancies@iom.int) , indicating your name and the reference code above **[Name, CFCV/MZ10/2022/017- Migration Health Data Assistant]** as subject. The deadline for applications is **06 June 2022**.

***Only applicant who meets the above qualification will be considered.***

### ***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.

### ***Posting period:***

From 29.05.2022 to 06.06.2022