



OPEN TO INTERNAL AND EXTERNAL CANDIDATE

Reference No. : **SVN/MZ10/2023/068**
Position Title : **National Project Officer (MHD)**
Duty Station : Maputo, Mozambique
Organization Unit : Migration Health (MHD)
Classification : **National Officer, NO-B**
Type of Appointment : Special Short Term Graded Contract, 05 (five) months with possibility of extension.
Report to : Programme Manager (MHD)
Estimated Start Date : As soon as possible
Closing Date : **18 August 2023**

IOM is committed to a diverse and inclusive environment. For this vacancy, the following internal candidates who meet the eligibility criteria are considered as first-tier candidates:

- Internal candidates on regular or fixed-term contracts should meet the minimum time in post requirement of eighteen months or more at the time of the closing of the SVN.
- The minimum time in post requirement is six months for such internal candidates who are incumbents of a position being advertised or confirmed for discontinuation.
- Internal candidates on short-term contracts should meet the minimum time in post requirement of six months or more at the time of the closing of the SVN.

In addition, all applicants should meet eligibility requirements for languages, education and work experience requirements stipulated in the SVN.

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, in order to maximize its benefits and minimize its negative effects.

IOM's Migration Health (MH) programmes address the health needs of individual migrants as well as the public health needs of transit and host communities by assisting governmental and non-governmental partners in the development and implementation of relevant policies and programmes.

IOM's MH programme in Mozambique covers health assessments for migrants and migrant workers, sexual and reproductive health programming, strengthening health security and public health emergencies preparedness and response capacity, including to COVID-19 pandemic, support to TB and HIV control in border spaces and along mobility corridors, as well as emergency health programming across communities affected by displacement and/or resettlement in the context of natural disasters and conflict.

Under the overall supervision of the Deputy Chief of Mission, and direct supervision by the Migration Health Programme Manager, the successful candidate will support and coordinate the implementation, monitoring, and reporting of the TB/occupational health project within the Migration department portfolio.

Responsibilities and Accountabilities:

1. Coordinate the timely and quality implementation of projects' activities planning with field teams and sub-offices, based on a Results-Based Management (RBM) framework approach, including assistance to field teams in developing quarterly workplans.
2. Support the Programme Manager to oversee and coordinate project administrative support including to ensure that processes for purchase of project material and services in line with IOM Financial and Procurement Guidelines are in place and efficient are, track budget expenditures and check that expenditures are in line with timeframes and allocated funds.
3. Manage implementing partners (IP) agreements, service providers' contracts and consultants' contracts and service providers' contracts, ensuring alignment with IOM standards and guidelines, timely delivery of outputs and services, timely payment, and adequate reporting.
4. Provide guidance to the project team to ensure the implementation of the monitoring activities ensuring that monitoring and evaluation arrangements comply with donor agreements and programme requirements.
5. Prepare quality donor reports ensuring these are reviewed and submitted in a timely manner.
6. Provide technical support for the design, inclusion and analysis of relevant indicators measuring the health of migrants in national and other health information and surveillance systems, engaging directly with counterparts in the GoM's/MISAU's information department.
7. Identify, document, and disseminate lessons learned and best practices, and contribute

- to external publications.
8. Support fundraising by preparing project budgets and providing substantive inputs for the development of concept notes and project proposals.
 9. Facilitate the integration of gender perspectives and attention to specific women/girl's and children's rights issues (vulnerable groups) within all MHD activities.
 10. Provide supervision, training, and guidance to the MHD staff, while monitoring, evaluating, and supporting their professional and career development.
 11. Perform other duties assigned.

REQUIRED QUALIFICATIONS

Education

- Master's degree in public health, Health Administration, Medicine, or related field from an accredited academic institution with two years of relevant professional experience in managing health projects or operations.
- University degree in the above fields with four years of relevant professional experience in managing health projects or operations.

Experience

- Experience in programme management, including implementation and monitoring and evaluation of health programmes at district, provincial and national levels.
- Previous experience in migration health programming including public health and/or health assessment programmes, and/or working with mobile and migrant populations, including mineworkers, artisanal miners, and other vulnerable populations.
- Proven experience with results-based approaches, M&E methods and systems, information/data analysis and report writing.
- Past experience working with IOM is a distinct advantage.

Skills

- Knowledge of IOM rules, standards, and procedures, including IOM Project Management tools.
- Good team management skills, such as supervision capacity, field teams' coordination, mentoring.
- Excellent writing and synthesis skills, including proven experience in writing quality project reports and project proposals.
- Excellent communication and negotiation skills, personal commitment, efficiency, and flexibility.
- Ability to work effectively and harmoniously in a team with colleagues from various cultures and professional backgrounds.

Languages

- Fluency in English is required, and knowledge of Portuguese is an advantage.

REQUIRED COMPETENCIES

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

Values – all IOM staff members must abide by demonstrate these three values:

- Inclusion and respect for diversity Respects and promotes individual and cultural differences. Encourages diversity and inclusion.
- 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.
- Courage: Demonstrates willingness to take a stand on issues of importance.
- Empathy: Shows compassion for others, makes people feel safe, respected, and fairly treated.

Core Competencies – behavioral 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: work strategically to realize the Organization's goals and communicates a clear strategic direction.

Other

- Appointment will be subject to certification that the candidate is medically fit for appointment, verification of Education certificate and security clearances.
- Women with the above qualifications are encouraged to apply.
- Only shortlisted candidates will be contacted for further consideration.

How to apply:

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

- a) The cover letter clearly specifies 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 , indicating the reference code above **[Name, SVN/MZ10/2023/068 – National Project Officer (MHD)]** as subject. The deadline for applications is **18 August 2023**.

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

04.08.2023 to 18.08.2023