



**POST DESCRIPTION**

**JUNIOR PROFESSIONAL OFFICER**

<b>I. POSITION INFORMATION</b>	
Position title	Project Officer (Health Promotion and Assistance)
Position grade	P2
Duty station	Geneva
Position number	New Position
Organizational unit	Migration Health Division
Is this a Regional, HQ, MAC, PAC, Liaison Office or Country Office based position?	IOM Headquarters
Position rated on	12 June 2024 by L. KHARATYAN
Reports directly to	20021083-Sr. Programme Officer, Health Promotion and Assistance
<b>II. ORGANIZATIONAL CONTEXT AND SCOPE</b>	
<p>Established in 1951, the International Organization for Migration (IOM) is the leading intergovernmental organization and Related Organization to the United Nations (UN) in the field of migration. It works closely with governmental, intergovernmental, international and non-governmental partners and is dedicated to promoting humane and orderly migration for the benefit of all by providing services and advice to governments and migrants.</p> <p>IOM works to help ensure the orderly and humane management of migration to promote international cooperation on migration issues, assist in the search for practical solutions to migration problems, and provide humanitarian assistance to migrants in need, including refugees and internally displaced people.</p> <p>The Global Fund to Fight AIDS, Tuberculosis and Malaria - a worldwide partnership to defeat HIV, TB and malaria and ensure a healthier, safer, more equitable future for all – is one of IOM closest partners at global, regional and national level. The Global Fund Secretariat is based in Geneva.</p> <p>Through its Migration Health Division (MHD), as part of the Department of Mobility Pathways and Inclusion (DMPI), IOM delivers and promotes comprehensive, preventive, and curative health programmes which are beneficial, accessible, and equitable for migrants and mobile populations. Bridging the needs of both migrants and IOM member states, MHD, in close collaboration with partners, contributes towards the physical, mental, and social well-being of migrants, enabling them and host communities to achieve social and economic development. In this context, IOM implements Global Fund supported programmes and collaborates closely with the Global Fund Secretariat in countries facing emergencies and challenging operating environments with a high influx of migrants, IDPs, refugees, and mobile populations.</p>	

Under the overall supervision of the Director of MHD and the direct supervision of the Senior Programme Officer, Health Promotion and Assistance, who oversees and coordinates MHD Programmes in the programmatic area of Health Promotion and Assistance to Migrants, the Project Officer (Health Promotion and Assistance) will assist in offering technical support to IOM's Regional and Country Offices and contribute to the liaison with the Global Fund to Fight AIDS, Tuberculosis and Malaria for ensuring that the health needs of migrants, IDPs, refugees and mobile populations are well reflected and integrated in the Global Fund supported programmes.

### **III. RESPONSIBILITIES AND ACCOUNTABILITIES**

1. Contribute to the provision of thematic guidance to the Global Fund and its partners to improve access to health services for all migrants, IDPs, refugees and mobile populations, to address health vulnerabilities and barriers, and enhance the capacity of national health systems to support their health.
2. Contribute to the efforts in promoting, strengthening, and expanding IOM collaboration and strategic partnership with the Global Fund to enhance the inclusion of health needs of migrants, IDPs, refugees and mobile populations in Global Fund supported programmes and the oversight of the related activities.
3. Assist in reviewing, approving, and overseeing IOM multi-country and multi-regional project proposals from Country and Regional Offices to ensure alignment with IOM policies, strategies, and procedures while considering best practices in migration health and synergies with Global Fund grant management practices.
4. Facilitate collaboration of IOM MHD with relevant Global Fund departments and teams to integrate migration health into regional, and country-level strategic documents, programmes and initiatives.
5. Support in-office activities and coordination within MHD HQ and its emergency and health assessment units, delocalized global MHD units, and MHD Regional Thematic Specialists (RTSs) to ensure synergies and common approaches across different work areas related to the current and future Global Fund supported programmes.
6. Provide technical support and assistance for capacity-building activities for IOM and Global Fund staff related to public health/health promotion and assistance for migrants, such as training, mentoring, and webinars on migration-related health topics.
7. Support IOM's Regional and Country Offices in coordinating with the Global Fund to share information and communicate, record the good practices and lessons from IOM's public health programming, and contribute to the updating of the guidance on evidence-based and evidence-informed public health approaches.
8. Research general and migration related public health topics and share relevant updates with the Global Fund and vice-versa to inform/improve the Global Fund supported programmes, generate new project ideas, and

<p>identify challenges, opportunities, and best practices by reviewing the literature, searching online, and using other research methods.</p> <p>9. Identify and share critical developments and best public health practices with MHD colleagues and the Global Fund and contribute to periodic reporting.</p> <p>10. Participate and engage actively in the Global Fund related meetings, conferences, and missions; prepare reports, presentations, and publications for internal and external use.</p> <p>11. Perform such other duties as may be assigned.</p>
<p><b>IV. COACHING AND LEARNING ELEMENT</b></p>
<p>As an integral part of the IOM assignment the Junior Professional Officer will:</p> <ul style="list-style-type: none"> <li>• Gain a better understanding of IOM’s work as the leading intergovernmental organization in the field of migration and health as part of it.</li> <li>• Gain a better understanding of Global Fund’s approach in humanitarian settings and Global Fund response to the health needs of migrants, IDPs, refugees and mobile populations.</li> <li>• Gain a comprehensive understanding and knowledge on migration and public health, through practical experience, working on projects and tasks focused on the three diseases and aligned with their area of expertise and interest.</li> <li>• Gain experience in working in an international multicultural environment within the United Nations system and the Global Fund system.</li> <li>• Gain experience in organization, management, and international cooperation activities.</li> <li>• Acquire technical knowledge in migration and health by working on formulating and editing institutional strategies, priorities, and workplans.</li> <li>• Access online training courses at the disposal of all IOM staff.</li> </ul>
<p><b>IV. REQUIRED QUALIFICATIONS AND EXPERIENCE</b></p>
<p><b>EDUCATION</b></p>
<ul style="list-style-type: none"> <li>• Master’s degree in public health, global health, epidemiology, population health, community health, health policy, health administration, health management, or related field from an accredited academic institution with two years of relevant professional experience.</li> </ul>
<p><b>EXPERIENCE</b></p>
<ul style="list-style-type: none"> <li>• At least two years of relevant work experience in migration and health, public health, or a related field. This could include roles in research, program implementation, policy analysis, or project management;</li> </ul>

- Experience working in migration and health programs in field settings, such as refugee camps, migrant centers, or communities affected by displacement, is highly valued;
- Exposure to working in an international or multicultural environment, or experience working with international organizations, NGOs, or UN agencies, is often preferred; and,
- Experience in conducting research, data analysis, and preparing reports on migration and health issues is valuable for this position.

**SKILLS**

- Strong analytical and critical thinking skills to assess situations, identify trends, propose solutions based on relevant research, and capacity to analyze data/information;
- Strong written and verbal communication skills, including the ability to draft reports and relevant documents and communicate clearly and concisely;
- Capacity to work collaboratively in a multicultural environment, fostering positive working relationships with colleagues and external stakeholders;
- Good organizational skills, including managing tasks, prioritizing responsibilities, and meeting deadlines;
- Flexibility and adaptability to work in a dynamic, fast-paced environment, adjusting to changing priorities as needed;
- Demonstrated initiative to take on responsibilities, propose ideas, and contribute positively to projects; and,
- Understanding and commitment to the IOM's principles and values, including human rights, sustainability, and social justice.

**V. LANGUAGES**

Required <i>(specify the required knowledge)</i>	Desirable
Fluency in English (oral and written) is required for this position.	Working knowledge of French and/or Spanish

**VI. COMPETENCIES<sup>1</sup>**

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

**VALUES** - All IOM staff members must abide by and demonstrate these five values:

- Inclusion and respect for diversity: Respects and promotes individual and cultural differences. Encourages diversity and inclusion.
- Integrity and transparency: Maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.

<sup>1</sup> Competencies and respective levels should be drawn from the Competency Framework of the Organization.

- 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 - 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 actions and delegated work.
- Communication: Encourages and contributes to clear and open communication. Explains complex matters in an informative, inspiring and motivational way.

**SIGNATURES:**

1<sup>ST</sup> LEVEL SUPERVISOR

DATE

2<sup>ND</sup> LEVEL SUPERVISOR

DATE

STAFF MEMBER

DATE