



### **Vacancy Announcement - VN/BW2023/06**

Vacancy/Reference Number : **VN/BW2023/06**  
Position Title : **Migration Health Physician (Medical Officer)**  
Duty Station : **IOM Gaborone, Botswana**  
Position Grade : **NOB (UN Salary Scale for National Officers in the Republic of Botswana)**  
Type of Appointment : **OYFT, 12 months with possibility of extension**  
Closing Date : **10 December 2023**

Established in 1951, International Organization for Migration (IOM) is the leading UN agency in the field of migration, works closely with governmental, intergovernmental and nongovernmental 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.

#### ***Context and Scope:***

Under the overall supervision of the Head of Office/Officer in Charge and the direct supervision of the Chief Migration Health Officer, the successful candidate will be responsible for the carrying out the following duties and responsibilities in relation to the Migration Health Assessment Centre (MHAC) in Gaborone, Botswana.

#### ***Core Functions / Responsibilities:***

1. Ensure the efficient daily operations of the Migration Health Assessment Center (MHAC), in close coordination with the Chief Migration Health Officer (CMHO).
2. Conduct migration health assessment process 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. Documentation, certification and information transmission; and
  - i. Other technical areas as may be required

3. Ensure proper identification of refugees and migrants during the health assessment and record all relevant health information in standard forms; ensuring completeness and accuracy of the recorded information.
4. Perform treatment for TB and sexually transmitted infections and provide support to the HIV and counselling activities. Oversee and coordinate the management of TB cases to ensure effective TB treatment.
5. Oversee and coordinate accurate and effective provision of immunization and presumptive treatment programmes in full compliance with the technical guidelines and protocols of the resettlement countries. Assist CMHO in monitoring, supervising and educating all staff in the delivery of these programmes.
6. Contribute to and maintain a system of quality improvement for each service area within the MHAC. Undertake quality control activities on a regular basis, including practice observation, desk audits and use of self-assessment tools. Use data analysis and web reporting system to monitor performance indicators. Ensure implementation of the global IOM Standard Operating Procedures (SOPs); create and implement MHAC specific SOPs for each service area. Ensure proper reporting and management of incidents according to the Guidance Note for Incident Management.
7. Organize systematic collection, processing and analyses of migration health data according to guidelines established by the CMHO. Ensure data quality. Provide periodic, as well as ad-hoc reporting to the CMHO for Migration Health activities.
8. Ensure that all data related to health assessment programmes is appropriately entered to Migrant Management Operational System Application (MiMOSA) and other related databases.
9. Oversee the financial aspects of the MHAC in close coordination with the mission's finance staff: supervise budget preparation, suggest adjustments and cost-effective solutions, and review financial reports.
10. Provide oversight and coordinate the procurement of medical equipment, vaccines, medications and other medical supplies in coordination with the CMHO and the Resource Management Unit.
11. Perform such other duties as may be assigned by the Supervisor.

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

#### **Education**

- University degree in Medicine from an accredited academic institution with at least four years of professional work experience.
- Valid license to practice within country is mandatory.

#### **Experience**

- Professional continuous clinical experience, preferably in a multidisciplinary hospital setting. The last clinical posting should be within the last three years;
- Good knowledge of clinical medicine;
- Excellent bedside manner;

- Knowledge of patient safety and infection prevention and control;

### **Skills**

- Organizational skills.
- Communications skill

### **Languages**

IOM's official languages are English, French, and Spanish.

For this position, fluency in English is required. Knowledge of local languages is advantageous.

### ***Required Competencies***

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.

**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

**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.

## MANAGERIAL COMPETENCIES - Behavioural indicators

**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 leadership and professional potential.

**Empowering others:** Creates an enabling environment where staff can contribute their best and develop their potential.

**Building Trust:** Promotes shared values and creates an atmosphere of trust and honesty.

**Strategic thinking and vision:** Works strategically to realize the Organization's goals and communicates a clear strategic direction.

**Humility:** Leads with humility and shows openness to acknowledging own shortcomings.

### **Additional Notes**

IOM is committed to a diverse and inclusive environment. External and internal candidates are eligible to apply for this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates and will be given priority over external applicants if they meet the minimum requirements.

Appointment will be subject to certification that the candidate is medically fit for appointment and obtains nationality ID or valid residency/work permit.

### **Method of application:**

If you are qualified for this position, please send your letter of motivation, up-to-date Resume/CV, copy of ID, Educational degrees and Complete IOM Personal History Form (which can be downloaded from this website: <https://ropretoria.iom.int/vacancies> ) to [gaboroneCVs@iom.int](mailto:gaboroneCVs@iom.int)

When you send your application, please specify the Vacancy reference number i.e. **VN/BW2023/06** on the subject line of your email. It will be challenging to track your application without the reference code provided. Incomplete applications will be rejected.

Please send your applications by **10 December 2023**. Only shortlisted candidates will be contacted.

ENQUIRIES WITH RESPECT TO THE JOB DESCRIPTION AND APPLICATION MAY BE DIRECTED TO THE SAME EMAIL ADDRESS