Call for Applications (CFA)

Position title: Project Officer – Ebola Response

Reference no.: CFA/DRC002/19

Appointment: Consultancy Contract

Duty station: Multiple duty station in Ituri and North Kivu, Democratic Republic of Congo

Organization Unit: Migration Health

Closing Date: 22nd February 2019

Organizational Context and Scope:

Since 2016, the International Organization for Migration (IOM) has been supporting migration health initiatives in Democratic Republic of the Congo (DRC). Within its Health border and mobility management (HBMM) framework, IOM delivers and promotes comprehensive, immediate and long-term preventive and curative health programmes which are beneficial, accessible, and equitable for migrants, mobile population and other vulnerable and hard to reach populations. IOM works within existing health framework and with government authorities and Health, WASH, and Protection cluster coordination mechanism. IOM provides travel health assessments, emergency life-saving assistance and health system strengthening which has been disrupted by long term conflict, distance and other accessibility issues in DRC.

IOM supports the Ministry of Health to strengthen health service capacity at the border points to effectively prevent, detect and respond to the infectious diseases and other public health threads. IOM provides; integrated surveillance and disease control training for the frontline health staff working in border areas, necessary medical and health commodities for the border posts, analyses and reports on population mobility trends in priority health zones to inform preparedness efforts, as well as risk communication assistance to sensitize cross border population and neighbouring communities. IOM is an active partner of the Ministry of Health in supporting Point of Entry Surveillance during outbreaks, including the current 10th Ebola outbreak in North Kivu (2018-2019).

Under the direct supervision of the Emergency Coordinator, and overall supervision of the Chief of Mission (CoM) the incumbent will assume the functions and the following responsibilities:

1. Oversee all IOM’s daily activities in relation to the EVD outbreak response in the designated area of the duty station.
2. Ensure daily management and supervision of the IOM’s Ebola response team working in the area of responsibility and composed of National Epidemiologist(s)/public health officer(s), Field Assistant(s), logistic assistant, and information management assistant(s).

3. Support the identification and mobilization of logistical and human resources needed to respond to the EVD epidemic in a timely and effective manner, in coordination with the Migration Health Coordinator for Ebola.

4. In coordination with IOM Displacement Tracking Matrix team and the National Epidemiologist, contribute to key information management activities such as Population Movement Mapping (PMM) and ensure Flow monitoring as well as PoE/PoC daily data is collected adequately.

5. Ensure regular reporting (i.e. consolidate Weekly Field Reports from field team) on IOM activities including key performance indicators and share important developments in relation to the evolution of the EVD outbreak to the MHC in Kinshasa.

6. Ensure required technical, logistic, information management and financial support is provided to IOM’s government partner, PNHF and the Ministry of Health, to ensure prevention, control and surveillance measures are being implemented in the field at POE and POC level, in line with National Standard Operating Procedures (SOP) and International Health Regulations (2005).

7. Work with the MHC and Logistics Officer in Kinshasa to establish a supply chain management system to monitor POE/POC material consumption and ensure efficient use of resources donated by IOM.

8. Under the technical guidance of the MHC in Kinshasa, and in coordination with the National Epidemiologists and WASH Officer, ensure adequate WASH and Risk Communication activities are implemented at PoE/PoC levels. Depending on funding available and IOM strategic orientations, and internal capacity, identify and refer related gaps to relevant response coordination mechanisms (“commissions”), mobilize relevant implementing partners or directly implement required activities.

9. Represent IOM key coordination forums such as the National Strategic Coordination Commission and other sub-commissions as relevant in coordination with National Epidemiologists; liaise and coordinate with national and international health and development assistance authorities in your respective geographical area regarding planning and response measures for EVD; key counterparts may include the Ministry of Health, National Border Health and Hygiene, WHO, the United Nations International Children’s Emergency Fund (UNICEF), UNPOL/MONUSCO, and other stakeholders.

10. With the guidance of the MHC, prepare relevant documents (Procurement and movement plans, purchase request, payment request, etc.) to ensure that material and financial resources required for the EVD response are made available in a timely manner. Keep a record of the documents submitted to contribute to budget monitoring.
11. Contribute to IOM resource mobilization by providing substantive inputs on needs, opportunities, implementing partners, operational strategies and financial requirements.

12. Liaise with IOM security officer and officers of the United Nations Department for Security and Safety (UNDSS) in the region, civilian and military governmental authorities, tribal leaders, village councils, militias and others to ensure security for all IOM Ebola Response team members and sub-contractors, enforcing the mission security regulations to protect mission staff and property.

**Required Qualifications**

**Education & Experience:**

- Master’s degree in Public Health, Social Sciences, Management or a related field from an accredited academic institution with minimum two years of relevant professional experience in project management; or
- University degree in the above fields with four years of relevant professional experience.
- At least two-years of experience in management of humanitarian or development programs, preferably in the public health field.
- Previous experience in disease outbreak settings and conflict settings preferred.
- Excellent computer skills, especially in MS Office applications such as MS Word, MS Excel, MS Access, Internet Explorer

**Languages:** English and French is 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**

- **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**

• **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 and 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:** works strategically to realize the Organization’s goals and communicates a clear strategic direction.

Interested candidates are required to submit letter of motivation, curriculum vitae and credential documents clearly indicating the position title in the subject line via e-mail to iomgomarecruitment@iom.int

Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and security clearances.

Only shortlisted candidates will be contacted. IOM adheres to a recruitment policy which promotes gender equality and encourages female candidates to apply.