

Open to Internal and External Candidates

Position Title : **Project Coordinator (Migration Health)**
Duty Station : **Bangkok, Thailand**
Classification : **General Service (G-6, THB 90,432.33 per month)**
Type of Appointment : **Special Short-Term Contract**
Initial 6 months with possibility of extension
Estimated Start Date : **As soon as possible**
Closing Date : **22 November 2024**

(Open for Thai Nationals Only)

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental 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.

1. ORGANIZATIONAL CONTEXT AND SCOPE:

Under the direct supervision of the Migration Health Officer (MHO), overall supervision of the Chief Migration Health Officer (CMHO) and in close coordination with the relevant units in IOM Thailand, the candidate will be responsible and accountable for day-to-day implementation of IOM MHD projects in Thailand.

2. RESPONSIBILITIES AND ACCOUNTABILITIES:

- Support the Migration Health Officer in the implementation and monitoring of IOM's health projects and activities by ensuring coordination of the health team, identifying operational and staff challenges and possible solutions.
- Assist in the planning, monitoring and evaluation of programmatic, administrative, and operational activities of the health projects in Thailand.
- Participate in relevant coordination meetings and maintain coordination and cooperation with local health authorities and partners (WHO, UNICEF, as well as other actors) in the field.
- Promote and maintain partnerships and network with government stakeholders such as the Ministry of Public Health (MoPH), Provincial Health Office (PHO), Migrant Working Group (MWG), Implementing NGOs, relevant health coordination platforms and other UN agencies such as, but not limited to, WHO, UNHCR, and UNICEF for improving access to health facilities.
- Support resource mobilization through contributing to the identification of new programme/ project opportunities consistent with IOM's mandate in Thailand, this includes humanitarian proposals for the health programme.
- Prepare periodic narrative and financial reports for the donor on programme delivery, including interim and final reports to donors in coordination with the implementing NGOs.

- Contribute to staff development and capacity building of stakeholders including government, INGO and other Humanitarian agencies working for migrants.
- Undertake duty travel related to programme assessment, liaison with counterparts, problem solving and new programme developments, as required.
- Perform any other tasks that may be assigned by the supervisor.

3. QUALIFICATIONS AND EXPERIENCE

EDUCATION

- High School diploma with at least six years of relevant professional experience; or
- University degree in Public Health, Health Economics, or any related fields from an accredited academic institution with at least four years of relevant professional experience.

Accredited Universities are those listed in the [UNESCO World Higher Education Database](#).

EXPERIENCE

- Experience including significant background with project management, budget drafting, research, report writing, liaison with governments and international agencies.
- Experience in implementing, monitoring, and evaluating health programmes and protocols.
- Operational and field experience in health-related issues of migrants and/or displaced persons, migration health, including analysis and implementation of programme; International public health and resource mobilization.
- Knowledge of structure and function of national and international health agencies, donors, and organizations.
- Previous experience in international organization is an advantage.

SKILLS

- Effectively applies knowledge of health issues in execution of responsibilities at appropriate level.
- Maintains confidentiality and discretion in appropriate areas of work.
- Effectively applies knowledge of project implementation and practices, and recognizes their application within IOM mandate.
- Effectively coordinates actions with other implementing partners.
- Works effectively with donor, local authorities, stakeholders, and beneficiaries.

4. LANGUAGES

- Fluency in Thai and English is required (oral and written).

5. DESIRABLE 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.
- 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: displays a high level of cultural awareness, sensitivity to different ways of working and leverages individual strengths in order to build a better team.
- Delivering results: anticipates constraints, identifies solutions and takes responsibility for addressing critical situations.
- Managing and sharing knowledge: builds networks for the effective communication and exchange of knowledge and ideas and puts others into contact with various sources of knowledge.
- Accountability: proactively seeks responsibility in delivering towards the goals of the Organization.
- Communication: seeks to share information with others, with due respect for diversity and the confidentiality of specific sensitive information.

Managerial Competencies - Behavioural indicators – Level 2

- Leadership: assigns responsibilities fairly; manages performance, taking account of individual strengths, workloads and interests.
- Empowering others: delegates appropriately to make the most of others' talents, clarifying expectations and allowing autonomy in important areas while providing necessary support.
- Building Trust: remains authentic and approachable in difficult situations.
- Strategic thinking and vision: aligns own actions to the Organization's vision, values and mandate.
- Humility: shows a high level of self-awareness, admitting own weaknesses and shortcomings.

How to apply:

Interested candidates are invited to submit their applications via IOM [e-Recruitment system](#) within the above said deadline referring to this advertisement. **Please attach the following documents in your application.**

- a cover letter, indicating the dates of availability;
- a curriculum vitae;

- a duly completed IOM Personal History Form which can be downloaded from <https://thailand.iom.int/sites/g/files/tmzbd11371/files/Vacancies/Form/iom-personal-history-form-270122.xls>.

Other

- Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.
- This post is subject to local recruitment. Only those holding a valid residence and work permit for the country where this position is based will be eligible for consideration.
- Appointment will be subject to certification that the candidate is medically fit for appointment, verification of residency, visa, and authorizations by the concerned Government, where applicable. Vaccination against COVID-19 will be required for IOM personnel who are hired or otherwise engaged by IOM. As part of the mandatory medical entry on duty clearance, candidates will be requested to provide evidence of full vaccination.
- 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.
- IOM only accepts duly completed applications submitted through the IOM online recruitment system. The online tool also allows candidates to track the status of their application.
- **Only applicants who meet the above qualification will be considered.**

For further information and other job postings, you are welcome to visit our website: [Careers | IOM Thailand](#).