



International Organization for Migration (IOM)
The UN Migration Agency

Open to Internal and External Candidates

- Position Title : **Regional Vaccination Support Officer**
- Duty Station : **Bangkok, Thailand**
- Classification : **National Programme Officer, NOB**
- Type of Appointment : **One Year Fixed Term**
- Estimated Start Date : **November 2021**
- Closing Date : **17 October 2021**

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.

The IOM Regional Office for Asia and the Pacific (ROAP) in Bangkok, Thailand is covering 40 countries across the Asia and Pacific region. The key responsibility of the ROAP is to formulate regional strategies and plans of action and to provide programmatic and administrative support to the countries within the region.

IOM is committed to a diverse and inclusive environment. Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

Context:

Under the direct supervision of the Regional Vaccination and Medical Movement Coordinator and overall supervision by the Senior Regional Health Assessment Programme Coordinator based in RO Bangkok, Thailand and in close coordination with the IOM Global Vaccination Coordinator and Migration Health Advisor, Global Health Security, the successful candidate will be responsible for supporting IOM's COVID-19 vaccination efforts within the Migration Health Division (MHD).

Core Functions / Responsibilities:

1. With the Regional Vaccination Coordinator (RVC), facilitate the provision of technical (through Technical Instructions), operational guidance and information, to facilitate sound IOM COVID-19 & other vaccination programme efforts by IOM and partner clinics.
2. Facilitate the coordination of IOM COVID-19 vaccination activities in resettlement with regional CDC offices and other partners
3. Monitor COVID-19 outbreaks and vaccination status in all countries affecting IOM migration health operations in the region.
4. Be up-to-date regarding technical and operational vaccination publications, alert the coordinator and summarize highlights.

5. Facilitate all relevant health education materials are available, and staff are trained on using these materials with refugees
6. Facilitate the design and delivery of COVID-19 vaccination specific trainings and also monitor training completion/coverage in the Region.
7. Assist with collection and timely submission of vaccination related inputs for institutional reporting purposes such as regular updates on important developments, MHD efforts and related operations.
8. Assist with the collecting, reviewing and presentation of vaccination data and survey development in relation to vaccinations of migrant populations, as well as contribute to the formulation of presentations, updates, guidance documents/policies.
9. Assist Country Offices in overseeing project implementation and reporting to partners and donors, and the evaluation of vaccination related programs. Inform Regional Vaccination Coordinator of these initiatives.
10. Assist with the preparation of training materials for staff in implementing vaccination programmes and support the capacity building of staff globally through trainings, webinars or field visits.
11. Establish surveillance for infodemics and assist country operations in addressing vaccination hesitancy in the Region.
12. Perform such other duties as may be assigned.

Required Qualifications and Experience

Education

- Master's degree in Public Health, Medicine, Social Sciences, Nursing, or related field from an accredited academic institution with two years of relevant professional experience; or,
- University degree in the above fields with four years of relevant professional experience.

Experience

- Experience working on vaccination issues;
- Familiarity and/or experience with project development, management, monitoring and evaluation is an advantage;
- Experience working with health data desirable; and,
- Practical experience of how-to multi-task, prioritize and work independently.

Skills

- Strong organizational skills;
- Demonstrated ability to write clear and concise progress reports, project documents and proposals; and,
- Ability to work effectively and harmoniously in a team of colleagues of varied cultural and professional backgrounds.

Languages

Fluency in **English** language (oral and written) is required.

Required 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 – 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 action and delegated work.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

How to apply:

Interested candidates are invited to submit their applications via e-mail to ROBangkokHR@iom.int . Please include the reference code: **ROBKK-VN 2021-106** followed by your full name in the subject line.

Applications should include:

- Cover letter
- Curriculum vitae
- Duly completed IOM Personal History Form (can be downloaded from [here](http://thailand.iom.int/) or <http://thailand.iom.int/>);

Other

- Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.
- Appointment will be subject to certification that the candidate is medically fit.
- Only shortlisted candidates will be called for assessment.

Please ensure that your application is complete with the above-mentioned documents. As incomplete applications generate an immense administrative burden for our organization. As a general rule, candidates who have not properly submitted their application with required documents will be excluded from consideration.