



STAFFING AND RECRUITMENT

IOM HUMAN RESOURCES

IOM is looking for a **National Liaison Officer (Health Programme)** according to the Terms of Reference below. Interested applicants are invited to apply by **18.11.2018** at the latest, referring to the vacancy notice ref. code on the e-mail subject header.

OPEN TO INTERNAL AND EXTERNAL CANDIDATES

Reference Code: SVN-130/2018/S - BD1	Position Title:	National Liaison Officer (Health Programme)
Duty Station: Dhaka, Bangladesh	Estimated Starting Date:	As soon as possible
Classification: NO-A/01 (UN Salary Scale)	Type of Appointment:	Special Short Term (Initially 03 months; with possibility of extension)

General Functions:

Under and the direct supervision of the National Programme Officer - Migration Health Coordination and overall supervision of the Emergency Health Programme Coordinator (MHPC), the incumbent is responsible for supporting coordination at the Directorate General Health Services (DGHS), Ministry of Health (MOH), and other relevant stakeholders.

1. Participate in the working group for mainstreaming migration health in the national health system in Bangladesh
2. Participate in the working group for adaption of Migration Health National Strategies into the broader health institutional framework of Bangladesh.
3. Participate in the working group for the development of the National Strategic Action Plan (NSAP) on Migration Health of Bangladesh.
4. Participate in the meetings convened at the Ministry of Health & Family Welfare (MOH&FW), Directorate General of Health Services (DGHS), Ministry of Disaster Management and Relief (MoDMR) in Dhaka and Cox's Bazar,
5. Participate and share updates in different thematic meetings of development partners such as - UN agencies, INGOs and other relevant NGO partners at Dhaka and Cox's Bazar
6. Assist in coordinating operational research and pilot project initiatives
7. Assist in identify new migration health project opportunities and in developing new projects relating to health promotion, disease prevention and health assistance in close consultation Migration Health Units.
8. Liaise with stakeholders from government, civil society, academia and international community for effective collaboration and coordination on IOM's Migration Health programmes.
9. Assist in coordination with other IOM projects on labour migration and other mobile populations in relation to health.
10. Provide support to the relevant government departments and capacity building activities in addressing the health needs of migrant population as well to prevent spread of communicable diseases, e.g.: HIV, TB and Malaria
11. Assist in maintaining close collaboration with the UN agencies and provide inputs in the UN joint team on AIDS and other UN forums on health, nutrition, and population development issues.
12. Assist in analysing specific migration health related data and prepare reports; participate in the development of specific programme components including selection of operational plans and approaches, identification of project partners, and monitoring and evaluation mechanisms in the areas of responsibilities.
13. Assist in coordination with the health assessment teams in health screening for repatriation and reintegration process
14. Any other duties as may be assigned by the EMHPC and/or Chief of Mission.

IOM is an equal opportunity employer and women are encouraged to apply.
IOM Offices and vehicles have smoke-free work environment.

Education, Experience and Skills:

- Completed Bachelor or Master's degree from an accredited academic institution in Social Sciences/ Public Health/ Development Studies/ Health Economics/ Business Management.
- At least 2 years relevant experience in migration health programming for candidates holding Bachelor's degree, including significant background with Migration Health Programming in resource constrained settings, budget drafting, research, report writing, liaison with governments and international agencies
- Knowledge of structures and function of national and international health agencies, donors and organizations
- Previous experience in international organization is an advantage.

Method of Application:

Candidates with the required qualifications can apply through email by mentioning the reference code [SVN-130/2018/S-BD1: National Liaison Officer \(Health Programme\)](#) in the subject line to: DhakaJobs@iom.int; with the following documents:

(i) *Application Letter/Cover Letter*

(ii) *Curriculum Vitae*

(iii) *Personal History Form (PHF) which can be downloaded from the IOM Dhaka website:*

<https://bangladesh.iom.int>

(iv) *Scan copy of Photo*

APPLICATION WITHOUT PROPER REFERENCE CODE MENTIONED ABOVE WILL BE DISREGARDED

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 rule, candidates who have not properly submitted their application with required documents will be excluded from consideration.

Any attempt for persuasion will be considered as a disqualification

ONLY SHORT-LISTED CANDIDATES WILL BE CALLED FOR ASSESSMENT

Note for internal candidates:

with refer to IN233 and Clause 7.5 of IOM Recruitment Policy:

Staff members selected for a VN/SVN in his or her same category at one grade higher than his or her personal grade shall be appointed at the advertised grade. A staff member selected for a VN/SVN to a position which is two grades higher than the staff member's current grade, will be appointed at the interim grade, and six months later at the higher grade.