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**POST DESCRIPTION**

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| I. Position Information | | |
| Position title | Migration Health Intern – Monitoring, Evaluation and Learning | |
| Position grade | Other | |
| Duty station | Dakar, Senegal | |
| Position number |  | |
| Job family |  | |
| Organizational unit | Migration Health Division | |
| Is this a Regional, HQ, MAC, PAC, Liaison Office or Country Office based position? | Regional Office | |
| Position rated on |  | |
| Reports directly to | Migration Health Officer | |
| Number of Direct Reports |  | |
| II. Organizational Context and Scope | | |
| **Background Information**  In line with its road map for migration and health in the 23 countries covered by the West and Central African (WCA) region, the IOM Regional Office for WCA (RO WCA) based in Dakar supports, through its country offices, the Ministry of Health toward the universal health coverage including for Migrants.  **Supervision**  The successful candidate will work under the overall supervision of the Regional Migration Health Specialist the direct supervision of the Migration Health Officer, and in cooperation with other colleagues in the RO WCA and country Offices. S/he will pursue the following duties: | | |
| III. Responsibilities and Accountabilities | | |
| 1. Assist in conducting the health information management, Monitoring evaluation and learning (MEAL) and reporting for the IOM’s health programme in WCA. Ensure accurate and reliable data is collected, stored, and submitted in a timely manner. 2. Support in the analysis of the data, including generation of routine statistical and analytical reports as required, based on the existing databases. 3. Assist in the development and collection situation reports and/or regular health bulletins as well as IOM MHD Factsheets. 4. Perform other duties as may be assigned.   **Training Components and Learning Elements**  As an integral part of the IOM assignment the Intern in Migration Health (MEAL) will:   * Gain experience in the UN Migration agency, including management and international cooperation activities, as well as understanding the dynamics of regional and international initiatives and working groups. * Gain experience in migration policies of the region and of relevant migration governance strategies and responses. * Acquire substantial knowledge of the WCA region public health institutions and their functioning. * Acquire in-depth knowledge of IOM Migration Health activities. * Be able to draft and finalize reports, concept notes and project proposals. * Gain experience in working with governmental, non-governmental and United Nations institutions. | | |
| IV. Required Qualifications and Experience | | |
| Education | | |
| |  | | --- | |  | | * Master’s degree in Public health, or a related field from an accredited academic institution * University degree in the above fields | | | |
| Experience | | |
| * Field experience in the Migration Health, Humanitarian or Development fields, with project design, MEAL would be considered as an added advantage; | | |
| SKILLS | | |
| * Excellent writing skills in English; * Ability to learn and work effectively and harmoniously with colleagues from varied cultures and professional backgrounds. * Good organization skills; analytical and creative thinking; * Proven ability to work autonomously; | | |
| V. Languages | | |
| Required  *(specify the required knowledge)* | | Desirable |
| Fluency in English | | Working knowledge of French is an advantage. |
| VI. Competencies[[1]](#footnote-1) | | |
| The successful candidate 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 – Choose a level.   * 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. | | |
| **Notes[[2]](#footnote-2)** | | |
| **Eligibility and Selection**  In general, the Internship Programme aims at attracting talented students and graduates who:  a) have a specific interest in, or whose studies have covered, areas relevant to IOM  programmes and activities;  b) are holding a scholarship for internship placements in international organizations  and/or for whom internship is required to complete their studies; or  c) are sponsored by governmental/non-governmental institutions and/or academia to work in specific areas relevant to both IOM and the sponsor.  d) are either students approaching the end of their studies and preparing a thesis, or recently graduated, who have less than two years of relevant working experience.   * Only shortlisted candidates will be contacted, and additional enquiries will only be addressed if the candidate is shortlisted. * Please consider the cost of living in the duty station prior to applying. | | |
| The appointment is subject to funding confirmation.  Appointment will be subject to certification that the candidate is medically fit for appointment, any residency or visa requirements, and security clearances.  No late applications will be accepted. | | |

1. Competencies and respective levels should be drawn from the Competency Framework of the Organization. [↑](#footnote-ref-1)
2. Indicate in this box if there is any differing provision of process because the position is in a specific program or to address emergency situations. For example, if donor approval is required: “The recruitment process for this vacancy will be subject to PRM review, as part of the USRAP process”. [↑](#footnote-ref-2)