



## TERM OF REFERENCES

1. **Duty station:** \_\_\_\_\_ Yaounde - Cameroon \_\_\_\_\_
2. **Duration of the contract:** \_\_\_\_\_ 06 Months renewable \_\_\_\_\_
3. **Nature of the consultancy:** *Migration Health Physician Consultant*
4. **Context and scope of the Mission:**  
*Under the overall supervision of the Chief of Mission (CoM) and the direct supervision of the Chief Migration Health Officer, the successful candidate will be responsible for the carrying out the following duties and responsibilities in relation to the Migration Health Assessment Centre (MHAC) in Yaoundé/Douala, Cameroon.*
5. **Department / organisational unit to which the consultant contributes:**  
*Migration Health Division*
6. **Category A Consultants - Tasks to be performed under this Contract:**
  - *Ensure the efficient daily operations of the Migration Health Assessment Center (MHAC), in close coordination with the Chief Migration Health Officer (CMHO).*
  - *Conduct the Yaoundé/Douala MHAC's migration health assessment process to fulfil the technical requirements of the resettlement countries in the areas of:*
    - a) *Medical examinations;*
    - b) *Imaging;*
    - c) *Laboratory testing;*
    - d) *Vaccinations;*
    - e) *TB management;*
    - f) *Treatment and referrals;*
    - g) *Pre-departure procedures and medical movements;*
    - h) *Documentation, certification and information transmission; and,*
    - i) *Other technical areas as may be required*
  - *Ensure proper identification of refugees and migrants during the health assessment and record all relevant health information in standard forms; ensuring completeness and accuracy of the recorded information.*
  - *Perform treatment for TB and sexually transmitted infections and provide support to the HIV and counselling activities. Oversee and coordinate the management of TB cases to ensure effective TB treatment.*
  - *Oversee and coordinate accurate and effective provision of immunization and presumptive treatment programmes in full compliance with the technical guidelines and protocols of the resettlement countries.*

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### Headquarters:

17 route des Morillons • C.P. 71 • CH-1211 Geneva 19 • Switzerland  
Tel: +41.22.717 91 11 • Fax: +41.22.798 61 50 • E-mail: [hq@iom.int](mailto:hq@iom.int) • Internet: <http://www.iom.int>

- *Assist CMHO in monitoring, supervising and educating all staff in the delivery of these programmes.*
- *Contribute to and maintain a system of quality improvement for each service area within the MHAC. Undertake quality control activities on a regular basis, including practice observation, desk audits and use of self-assessment tools. Use data analysis and web reporting system to monitor performance indicators. Ensure implementation of the global IOM Standard Operating Procedures (SOPs); create and implement CITY MHAC specific SOPs for each service area. Ensure proper reporting and management of incidents according to the Guidance Note for Incident Management.*
- *Organize systematic collection, processing and analyses of migration health data according to guidelines established by the CMHO. Ensure data quality. Provide periodic, as well as ad-hoc reporting to the CMHO for Migration Health activities.*
- *Ensure that all data related to health assessment programmes is appropriately entered to Migrant Management Operational System Application (MiMOSA) and other related databases.*
- *Oversee the financial aspects of the MHAC in close coordination with the mission's finance staff: supervise budget preparation, suggest adjustments and cost-effective solutions, and review financial reports.*
- *Provide oversight and coordinate the procurement of medical equipment, vaccines, medications and other medical supplies in coordination with the CMHO and the Resource Management Unit.*
- *Perform such other duties as may be assigned by the Supervisor.*

#### 6. **Education, Experience and/or skills required:**

- *University degree in Medicine from an accredited academic institution with at least four years of professional work experience.*
- *Valid license to practice within country is mandatory;*
- *Professional continuous clinical experience, preferably in a multidisciplinary hospital setting. The last clinical posting should be within the last three years;*
- *Good knowledge of clinical medicine;*
- *Excellent bedside manner;*
- *Knowledge of patient safety and infection prevention and control;*
- *Organizational skills;*
- *Communication skills;*
- *proficient in English and French. At least a working knowledge of one additional UN Language (Arabic, Chinese, French, Russian, or Spanish) is an advantage.*

#### 7. **Travel required:**

*Yes if necessary.*

#### 8. **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

- **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.

### 9. How to apply

*Interested applicants should send their files including CV and cover letter to the attention of the Chief of mission at [IOMCameroonApplication@iom.int](mailto:IOMCameroonApplication@iom.int) by 23h59 on 26 July 2024 with the subject of the email being “**Application Migration Health Physician Consultant**”.*

*Only applications that respect the above guidelines will be considered.*

*Only shortlisted candidates will be contacted.*