



Vacancy Notice

SVN2024_028

Open to internal and external candidates

Position Title : Field Project Assistant – Hygiene Promotion
Duty station : Port-au-Prince, Haiti
Classification : Employee, Grade Equiv. G4
Type of Appointment : Special Short-Term Contract, 6 months with possibility of extension
Estimated Start Date : ASAP
Closing Date : July 16th, 2024

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, 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.

IOM is committed to a diverse and inclusive environment. Applications from qualified female candidates are especially encouraged. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

Context:

Under the overall supervision of the Head of Emergency Operations and the direct supervision of the WASH Program Coordinator, the Field Project Assistant (Hygiene Promotion) will implement WASH activities and assist the Programme Coordinator (WASH) as required.

Core Functions / Responsibilities:

The successful candidate will be responsible for the following tasks:

- Assist in the implementation and monitoring of hygiene promotion activities, distribution of hygiene kits, community mobilization, Focus Group discussion and cash for work (CFW) activities.

- Carry out hygiene promotion sessions with IDPs and affected communities.
- Support the distribution of hygiene kits.
- Support the WASH committees with training, capacity building and follow-up
- Facilitate communication between beneficiaries and others WASH teams, reporting any issue from the community.
- Support in conducting hygiene promotion related assessments including PDM, KAP etc.
- Perform other related duties as assigned.

Required Qualifications and Experience

Education

Bachelor's degree in Public Health or a related field with two years of relevant professional experience, or School diploma with four years of relevant professional experience.

Experience and Skills

- Experience in hygiene promotion and community engagement
- Experience in IDP context
- Experience in MHM (Menstrual Hygiene Management)
- Good computer literacy (Excel, PPT, Word)
- Good knowledge of French (oral and written)
- Experience working with NGOs/UN agencies is an advantage

Languages

Fluency in French is required. Working knowledge of English is desirable.

Required Competencies

Values - all IOM staff members must abide by and demonstrate these three values:

- Inclusion and respect for diversity respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintain 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

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.

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 for appointment, accreditation, any residency or visa requirements, and security clearances.

Subject to certain exemptions, vaccination against COVID-19 will in principle be required for individuals hired on or after 15 November 2021. This will be verified as part of the medical clearance process.

How to apply:

Interested candidates are invited to submit their applications via e-mail to smhtirecruitment@iom.int referring to this advertisement in the subject: [SVN2024_027_Name First Name](#). Application must contain a CV and a cover letter in a unique file.

Only shortlisted candidates will be contacted.

Posting period:

From 01/07/2024 to 16/07/2024