



International Organization for Migration (IOM)  
The UN Migration Agency

## CALL FOR APPLICATIONS

### Open to External Candidates

Position Title : **Medical Escorts (Doctors and Nurses)**

Organizational Unit : **Migration Health Division (MHD)**

Duty Station : **IOM Kigali, Rwanda**

Type of Appointment : **Ungraded (On Call)**

Estimated Start Date : **As soon as possible**

Closing Date : **November 14<sup>th</sup>, 2021**

Reference Code : **CFA 2021/02 - RW**

#### II. ORGANIZATIONAL CONTEXT AND SCOPE

The International Organization for Migration (IOM) is committed to the principle that humane and orderly migration benefits migrants and society. As the leading international organization for migration, IOM acts with its partners in the international community to assist in meeting the growing operational challenges of migration management; advance understanding of migration issues; encourage social and economic development through migration, and uphold the human dignity and well-being of migrants. IOM re-opened its office in 2008 to work on a small project focusing on the resettlement to third countries of Congolese refugees.

IOM's presence in Rwanda has grown ever since. To date, IOM provides effective migration management services through: Promoting national ownership by aligning its activities to national priorities and policies and working with government, One UN, civil society, local communities, and the international community in a manner that fosters cohesion and sustainability.

IOM currently implements interventions within the areas of migration management: Immigration and Border management, labor migration, Counter trafficking, Migration and Health, Migration's operations, Humanitarian emergencies, Assisted voluntary returns and reintegration, emergency and preparedness and response, healthcare, migration and development, resettlement and repatriation, family reunification, assistance to vulnerable migrants etc. This sometimes involves movement of vulnerable persons who require special travel arrangements during movement such as in relocation, repatriation, or resettlement.

### **III. RESPONSIBILITIES AND ACCOUNTABILITIES**

Under the overall guidance of the Chief Migration Health Officer, the direct supervision of the Chief Nurse and National Migration Health Physician, the incumbent will act as medical escort for refugees with significant medical conditions requiring special travel arrangements for the duration of their travel to final destinations in the US, Australia, Canada and other countries.

In particular, the incumbent will :

1. Review all files of refugees/migrants known to have significant medical conditions and communicate the findings with the IOM physician;
2. Ensure that special services (i.e. medications, oxygen, stretcher, others) needed are available and confirmed before departure;
3. Provide all necessary medical care and support to designated beneficiaries(s) - patients during the journey and accompany these persons to an agreed handover point;
4. Identify themselves to airline staff on check-in and again on boarding the carrier;
5. Extend general in-flight and on-the-ground support to all passengers travelling under the auspices of IOM as circumstances require;
6. Ensure that designated patients are handed over to a responsible entity overseas and that unescorted onward travel connections are completely understood by the passenger, accompanying family members or continuing non-medical escorts, and partner agencies;
7. Accommodate any changes in routing or schedule imposed by the carrier or condition of the patient;
8. Comply with standard IOM requirements for duty travel and entitlements;

9. Assume other duties as assigned, which may include meetings or briefing of national health or quarantine officials on arrival, the purchase of goods or equipment at the destination, or assisting in the shipping or return of such equipment;

10. Upon handover of the migrant(s) to the receiving party, obtain the signature from the receiving party to Migrant Handover Notification filled in and signed by the medical escort.

11. Ensure handing over is done as per previously agreed protocol or as necessitated in case of an emergency in communication with the Chief Nurse, Mobile Unit or other relevant higher authority directly concerned with the movement.

12. Complete and submit the Escort Movement Report to the IOM Mission and the relevant MHD Unit involved within one week after the completion of duty;

13. Return the IOM medical escort bag once duty is complete, with inventory of all medications or supplies used during the journey.

Remuneration IOM provides airline tickets and covers cost of visa application in addition to a service fee but does not cover any additional expenses.

#### **IV. REQUIRED QUALIFICATIONS AND EXPERIENCE**

##### **EDUCATION**

- University Degree in Medicine and/or Nursing with valid license to practice medicine in Rwanda.
- Current BLS and ACLS or equivalent certification are required.
- Proficiency in computer skills, especially in MS Office products (Excel, Outlook, Word)

##### **EXPERIENCE**

For the medical doctors:

At least three years of clinical experience with thorough knowledge of emergency medicine: distinct advantage to ER specialists and specialists in emergency pulmonology, cardiology; neurology and pediatric medicine including mental health specialists (psychiatrists).

For the medical nurses:

- At least three years of clinical experience with thorough knowledge of emergency medicine: distinct advantage to ER nurses, nurses working at the pulmonology, cardiology, neurology and paediatric medicine including mental health departments/wards.
- Willingness and ability to provide non-medical assistance (Doctors and Nurses);

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|---|--------------------|
| <ul style="list-style-type: none"> <li>• Ability to travel at least once every two months and if needed on short notice (Doctors and Nurses);</li> <li>• <b>Possession of a valid US visa or Schengen visa or Canada visa or Australia visa (Doctors and Nurses);</b></li> </ul>  |                    |
| V. Languages  |                    |
| Required (specify the required knowledge)   | Advantageous       |
| Fluency in English and Kinyarwanda  | French and Swahili |
| <b>VI. COMPETENCIES</b>   |                    |
| <p>The incumbent is expected to demonstrate the following values and competencies:</p> <p><b>Values</b></p> <ul style="list-style-type: none"> <li>• <u>Inclusion and respect for diversity</u> respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.</li> <li>• <u>Integrity and transparency</u>: maintain high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.</li> <li>• <u>Professionalism</u>: demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.</li> </ul> <p><b>Core Competencies</b> – behavioral indicators</p> <ul style="list-style-type: none"> <li>• <b>Teamwork</b>: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.</li> <li>• <b>Delivering results</b>: Produces quality results and provides quality services to clients.</li> <li>• <b>Managing and sharing knowledge</b> continuously seeks to learn, share knowledge and innovate.</li> <li>• <b>Accountability</b>: takes ownership for achieving the Organization’s priorities and assumes responsibility for own action and delegated work.</li> <li>• <b>Communication</b>: Adapts communication to the recipient’s needs, asks questions to clarify, and exhibits interest in having two-way communication.</li> </ul> |                    |
| <b>Notes</b>  |                    |
| Appointment will be subject to certification that the candidate is medically fit for appointment  |                    |

**How to apply:**

Interested candidates are invited to submit their applications to [iomrwandarecruitment@iom.int](mailto:iomrwandarecruitment@iom.int) by 14 November 2021 at the latest, referring to this advertisement.

**The subject of your e-mail MUST indicate the reference code, the Position title as well as candidate's names**

In order for an application to be considered valid, IOM will only accept applications which should include a completed Personnel History Form (please download and fill it) and an application letter (not more than one page)

Only shortlisted candidates will be contacted.

***Posting period:***

From 01.11.2021 to 14.11.2021

