

UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES, UNHCR
VACANCY NOTICE

Position Title: Public Health Associate
Vacancy N°: 057-20
Category & Level: General Service, G-6
Contract Type: Temporary Appointment
Location: Cucuta, Colombia
Effective Date: At the soonest
Closing Date: **24 June 2020**

ORGANIZATIONAL CONTEXT

In Colombia, Decree 1288 of 2018 guarantees health care for irregular Venezuelans only in the case of emergencies; this precludes preventative treatments or treatments for underlying conditions, such as medications and non-emergency care for chronic diseases like HIV infection, cancer and others. The Decree also does not guarantee sexual or reproductive health for Venezuelan women without access to the Colombian healthcare system, including prenatal controls and post-natal cares. Access to medicines and medical treatments remains financially inaccessible for most Venezuelans not enrolled in the Colombian healthcare system. However, access to healthcare continues to be reported as one of the primary drivers for migration into Colombia and is one of the greatest needs reported by Venezuelans residing in the country

Currently, Colombia is in the mitigation phase due to the health emergency caused by the COVID-19 epidemic. With the commitment of all the actors involved, and the support of Venezuelan associations, the government designed a six-point plan that has focused on the attention to the vulnerable refugee and migrant population, as well as the host communities, following the protocols that UNHCR, WHO, IOM, to guarantee the highest standards in the response to this contingency.

UNHCR will initially focus its response by strengthening the capacity of the state through support for the Ministry of Health and the departmental health secretariats, strengthening the public health network with biomedical inputs, personnel, and bio-protection elements. Similarly, with a greater development of multipurpose cash programs, NFI and hygiene kits, risk communication and continuing with its protection programs.

UNHCR Cúcuta sub-office locates near the border with Venezuela and implements projects in Norte de Santander department and Santander department. The Norte de Santander (NdS) Department and Santander department are two of the most vulnerable departments in the COVID-19 crisis with over 300,000 Venezuelans refugees and migrants. Many Venezuelans require immediate humanitarian assistance in terms of access to food, health and shelter.

UNHCR is contributing to enhancement of institutional capacity to address the COVID-19 crisis by providing assistance to human resources, call centre, Refugee Housing Units for medical care and isolation spaces and intervention. In addition, UNHCR had to adjust and/or suspend some activities due to the declaration of curfew by the national government. It is required to plan and implement interventions in the line with technical health guidelines developed by national and local authorities and WHO/OPS. For this reason, the office needs health expert for his/her technical assistance.

As the UNHCR Cúcuta office is sub-head office supervising two other field offices: Riohacha Field Office and Arauca Field Office, the Public Health Associate needs to work closely with the two field offices and provide technical advice when necessary.

All UNHCR staff members are accountable to perform their duties as reflected in their job description. They do so within their delegated authorities, in line with the regulatory framework of UNHCR which includes the UN Charter, UN Staff Regulations and Rules, UNHCR Policies and Administrative Instructions as well as relevant accountability frameworks. In addition, staff members are required to discharge their responsibilities in a manner consistent with the

core, functional, cross-functional and managerial competencies and UNHCR's core values of professionalism, integrity and respect for diversity.

To find out more information about UNHCR, please visit our [website](#).

Duties

- Assist the supervisor in implementing UNHCR Public Health programme based on updated needs assessments and through Partners.
- Regularly monitor the performance of Partner(s) providing quality health services within the AoR in accordance with (inter)national guidelines and protocols.
- Regularly monitor the quality and effectiveness of health services within the AoR, report findings and address issues to the supervisor for follow up.
- Assist in proper coordination with officials of relevant institutions involved in planning and implementation of assistance to PoC.
- Conduct frequent analysis of cases submitted for public health activities and provide statistics when requested.
- Conduct frequent follow up on the monitoring and evaluation sheets provided by Partners, conduct needed analysis and provide data when requested.
- Assist in effective communication with other units within UNHCR and Partners, including orientation on health projects/activities.
- Conduct regular monitoring for any changes in the policy of the Ministry of Health on health services provision to PoC within the AoR.
- Provide project control with the estimated budget of any health project within the AoR on a regular basis.
- Conduct regular refresher training for all relevant staff and Partners.
- Ensure effective tracking of the inpatients from partner clinics to the out contracted hospitals.
- Assist in effective communication with Health Unit, implementing partners and out contracted hospital's focal person and selected PH facilities.
- Provide support to Partner(s) to ensure correct use of the Health Information System (HIS) and address problems with HIS data collection and submission in a timely manner.
- Attend and follow up activities of the health committee where decisions on tertiary care treatment are taken.
- Prepare and provide collated health data for submission in donor reports and health unit fact sheets as well as other documents.
- Assist in telephone counselling and face to face counselling of PoC if required.
- Review medical bills against standard payment lists.
- Take action and initiate measures to mitigate risks to the Organization from inappropriate charges relating to medical bills.
- Take action to ensure quality health information system reports that contribute to the quality of primary, secondary and tertiary health care services for refugees.
- Perform other related duties as required.

MINIMUM QUALIFICATIONS

Years of Experience / Degree Level

- Minimum 6 years of previous work experience relevant to the function with a High School Diploma.
- Knowledge of English and UN working language of the duty station if not English.

Certificates and/or Licenses

- Health related clinical qualification
- Public Health

Relevant Job Experience

- **Essential:** Knowledge of public health and reproductive health in humanitarian situations.

- **Desirable:** Health data collection e.g. patient information management systems, health information systems and related technology

Functional Skills

- IT-Computer Literacy;
- PR-Refugee protection Principles and Framework;
- MD-Assessment of quality standards of health facilities;
- MD-Community Health - Health Data Collection/Analysis/Interpretation;
- MD-Health Information Systems (HIS);
- MD-UN-wide health care policies and protocols (e.g. medical evacuation procedures, etc.);
- CL-Multi-stakeholder Communications with Partners, Government & Community;

Competency Requirements

Core Competencies:

- Accountability
- Communication
- Organizational Awareness
- Teamwork & Collaboration
- Commitment to Continuous Learning
- Client & Result Orientation

Managerial Competencies:

- Empowering and Building Trust

Cross-Functional Competencies:

- Analytical Thinking
- Planning and Organizing
- Technological Awareness

SUBMISSION OF APPLICATIONS

If you wish to be considered for this vacancy, please submit your [Personal History Form \(PHF\)](#) and its [supplementary pages](#) (if applicable) by e-mail with “**VN-057-20 LAST NAME, Name – Public Health Associate – G6 Cucuta**” in the subject line to colbovac@unhcr.org by **24 June 2020**.

Please use attached Personal History Form to apply. **Applications received in other forms will not be considered.** Contact information of previous employers must be included in the attached PHF form. If the space in the attached PHF form is not enough to include your employment record, please use the attached PHF Supplementary form. It is suggested to use Office 2013 to ensure a correct visualization of the PHF and PHF Supplementary forms.

Shortlisted candidates will be required to sit for a competency-based interview; a test may be administered. Only shortlisted candidates will be notified. No late applications will be accepted.

UNHCR is committed to diversity and welcomes applications from qualified candidates regardless of disability, gender identity, marital or civil partnership status, race, color or ethnic and national origins, religion or belief, or sexual orientation.

UNHCR strongly encourages qualified female applicants for this position. UNHCR seeks to ensure that male and female employees are given equal career opportunities.

UNHCR does not charge a fee at any stage of the recruitment process (application, interview meeting, processing, training or any other fees).

REMUNERATION

A competitive compensation and benefits package is offered. For information on UN salaries, allowances and benefits, please visit the portal of the International Civil Service Commission at: <http://icsc.un.org>