
Health Officer

General Description

INTERSOS is a humanitarian organization on the front-line of emergencies, bringing assistance to people in need with particular attention to the protection of the most vulnerable people.

Since 1992 our humanitarian workers have been helping people affected by humanitarian crises: we provide first aid, food, shelter, medical assistance and basic goods. We ensure that basic needs, as education, access to clean water and health assistance, are met. Following the conflict in the Afghanistan and the deterioration of the humanitarian situation which negatively affects also neighboring countries, in December 2021 INTERSOS got its approval to start supporting Afghan Refugees in Iran to contribute towards ensuring emergency relief and social protection assistance for the Afghan refugees fleeing their home in search of safety.

Main Purpose

The purpose of the Health Officer is to implement the health activities within the scope of the project under the supervision of the Medical Activity Manager and in close collaboration with the program team.

Duty station: Tehran (Country Office) with estimated 30% travel to the field

Contract duration: One year with possibility of extension

Reporting to:

Hierarchical: Medical Activity Manager

Tasks and Responsibilities

- Support implementation of the health activities within the scope of the project.
- Support in the recruitment process of local partner staff and facilitating/supervising/partaking in their capacity building.
- In consultation with the medical coordinator and Medical Activity Manager, support the development and organization of the implementation work plans. Monitoring activities and their contribution to achieving program deliverables at the field level with INTERSOS and partner staff.
- Maintain, monitor, and measure project implementation under supervision of the medical activity manager.
- Support the development of health project tools, as well as planning and developing of training materials.
- Support on the implementation and follow-up of referral of beneficiaries under the cash for health assistance.
- Support the local partner in the implementation of activities, support with follow-up and supervision.
- Participate in health needs assessments across Iran under the supervision of the Medical Activity Manager.

- Support the preparation of project reports, in accordance with donor requirements in a timely manner.
- Support the project's monitoring and evaluation processes, in cooperation with the medical activity manager, medical coordinator and the M&E team, including monitoring visits to project locations and monitoring reporting.
- Follow up with project beneficiaries, partners and stakeholders and monitor the quality of services delivered.
- Participate in health-related meetings with the local partners and local health authorities with the Medical Activity Manager.
- Represent INTERSOS health unit in areas of intervention and related forums.
- Assist with overall program implementation and future proposals for health projects.
- Other duties assigned.

Requirements

- University graduate in health, i.e., medicine, pharmacy, public health, nursing or any other health related field.
- At least one year of experience with health projects/programs or medical practice in Iran.
- Previous experience working within project management framework is desirable.
- Previous experience of working with a team.
- Demonstrable ability to learn quickly.
- Ability to effectively represent INTERSOS and its interests to local partners.
- Willingness and ability to travel throughout the Islamic Republic of Iran.
- Fluency in both Farsi and English writing and speaking is essential; Dari is desirable.
- Previous experience of working in a humanitarian organization would be an asset.
- Microsoft Word, Excel, Power point Skills essential.

All interested candidates should send CV and motivation letter in English (maximum 1 page) to tehran.iran@intersos.org no later than the 8th June 2023.