

NPO (Non-Communicable Diseases & Mental Health) - (2308789)

Grade: NO-C

Contractual Arrangement: Fixed-term appointment

Contract Duration (Years, Months, Days): 1 year (extendable; subject to availability of funds, satisfactory performance, and continuous need for the position)

Posting Date Oct 29, 2023, 11:33:07 AM

Closing Date Nov 20, 2023, 2:29:00 AM

Primary Location Iran, Islamic Republic of-Tehran

Organization EM_IRA WHO Representative's Office, Iran

Schedule Full-time

IMPORTANT NOTICE: Please note that the deadline for receipt of applications indicated above reflects your personal device's system settings.

OBJECTIVES OF THE PROGRAMME

Improve the overall performance of the national health authorities in the country by: - Strengthening the country capacity to develop national multi-sectorial policies and plans and implement interventions to prevent and control NCDs and their risk factors inline with the regional framework for action and the United Nations Political Declaration on NCDs. - Strengthening country's capacity to develop national policies and plans and implement interventions to promote mental health, reduce the burden of mental disorders, and prevent and treat substance use disorders in line with global comprehensive mental health action plan 2013-2030 and the regional strategy on mental health and substance abuse- Coordinating between country and partners to develop and implement programmes and plans to prevent violence - Contributing to reduced risk factors for malnutrition whether over nutrition, such as overweight/obesity or under nutrition such as stunting and wasting.

DESCRIPTION OF DUTIES

The incumbent will assume the following responsibilities: 1. Collaborate with programme-related national counterparts to solve issues and ensure smooth implementation of the projects and plans. S/he will also assist the WHO Representative (WR) in all issues related to assessment, planning, management and monitoring of the programmes according to the available WHO technical guidelines. 2. Provide planning, coordination, technical and managerial support to the national health programmes as per WHO collaborative actions with the MoH&ME and in line with the Global and Regional NCD action plans and guidelines, in the following Collaborative Programme areas: Noncommunicable Diseases and their risk factors, Mental Health and Substance Abuse, and other assigned programme areas under Non-Communicable Diseases. 3. Contributing to reduced risk factors for malnutrition (both over- as well as under-nutrition) in line with national policy and plan. 4. Ensure timely implementation of the collaborative Global Programme of Work (GPW) plans under Noncommunicable disease and maintain regular meetings with the national counterparts and UN stakeholders for planning, conducting and reprogramming of the collaborative actions. 5. Monitor GPW requests, undertake midterm review, evaluate and identify programmatic gaps and needs within the indicated areas to identify further actions. 6. Conduct in country missions, with WR and facilitate technical exchange and discussions between nationals and WHO by ensuring availability of information and summary documents in WHO language. 7. Develop summary technical analytic profiles for the assigned national programmes inclusive of information on the health situation, basic indicators, country policy and strategic response, stakeholders and identify programme gaps and needs. 8. Review and take action for the additional requests by the national authorities, assess feasibility and identify implementation needs and solutions. 9. Identify needed external technical support and ensure proper and timely handling and monitoring of consultants' briefing, agenda, facilitation of the missions, evaluation and follow up on recommendations. 10. Ensure timely preparation of correspondence, technical briefs and backgrounds, reports, WR speeches, presentations, and other material related to the areas of responsibility of the incumbent. 11. Engage with WR in the UN coordination and implement United Nations Sustainable Development Cooperation Framework (UNSDCF), participate in related task forces, thematic groups, with a focus on representing WHO relevant programme. 12. Undertake any required travel to ensure WHO technical contribution, advocacy and communication of WHO policies and strategies as needed.

REQUIRED QUALIFICATIONS

Education

Essential: University degree in Health (medicine or public health) with a specialization on non-communicable diseases.

Desirable: Master's degree in health (medicine or public health) with a specialization in non-communicable diseases.

Experience

Essential: At least 5 years' experience in the fields of health promoting programmes and monitoring and evaluation of the health programmes

Desirable: Experience in the area of prevention and control of noncommunicable diseases; work experience with UN Agencies

Skills

- Demonstrated skills in Health planning, design, monitoring and evaluation of Public Health- Proven knowledge in management of health promoting programmes and the concepts and pillars in the concerned technical fields especially the prevention and control of noncommunicable diseases

WHO Competencies

Teamwork

Respecting and promoting individual and cultural differences

Communication

Knowing and managing yourself

Producing results

Creating an empowering and motivating environment

Use of Language Skills

Essential: Expert knowledge of English. Expert knowledge of local language.

Desirable:

REMUNERATION

Remuneration comprises an annual base salary starting at USD 48,008 (subject to mandatory deductions for pension contributions and health insurance, as applicable) and 30 days of annual leave.

ADDITIONAL INFORMATION

- This vacancy notice may be used to fill other similar positions at the same grade level
- Only candidates under serious consideration will be contacted.
- A written test and/or an asynchronous video assessment may be used as a form of screening.
- In the event that your candidature is retained for an interview, you will be required to provide, in advance, a scanned copy of the degree(s)/diploma(s)/certificate(s) required for this position. WHO only considers higher educational qualifications obtained from an institution accredited/recognized in the World Higher Education Database (WHED), a list updated by the International Association of Universities (IAU)/United Nations Educational, Scientific and Cultural Organization (UNESCO). The list can be accessed through the link: <http://www.whed.net/>. Some professional certificates may not appear in the WHED and will require individual review.
- According to article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity. Due regard will be paid to the importance of recruiting the staff on as wide a geographical basis as possible.
- Any appointment/extension of appointment is subject to WHO Staff Regulations, Staff Rules and Manual.
- The WHO is committed to creating a diverse and inclusive environment of mutual respect. The WHO recruits and employs staff regardless of disability status, sex, gender identity, sexual orientation, language, race, marital status, religious, cultural, ethnic and socio-economic backgrounds, or any other personal characteristics.

The WHO is committed to achieving gender parity and geographical diversity in its staff. Women, persons with disabilities, and nationals of unrepresented and underrepresented Member States (<https://www.who.int/careers/diversity-equity-and-inclusion>) are strongly encouraged to apply.

Persons with disabilities can request reasonable accommodations to enable participation in the recruitment process. Requests for reasonable accommodation should be sent through an email to reasonableaccommodation@who.int
- An impeccable record for integrity and professional ethical standards is essential. WHO prides itself on a workforce that adheres to the highest ethical and professional standards and that is committed to put the [WHO Values Charter](#) into practice.
- WHO has zero tolerance towards sexual exploitation and abuse (SEA), sexual harassment and other types of abusive conduct (i.e., discrimination, abuse of authority and harassment). All members of the WHO workforce have a role to play in promoting a safe and respectful workplace and should report to WHO any actual or suspected cases of SEA, sexual harassment and other types of abusive conduct. To ensure that individuals with a substantiated history of SEA, sexual harassment or other types of abusive conduct are not hired by the Organization, WHO will conduct a background verification of final candidates.
- WHO has a smoke-free environment and does not recruit smokers or users of any form of tobacco.
- For information on WHO's operations please visit: <http://www.who.int>.
- WHO also offers wide range of benefits to staff, including parental leave and attractive flexible work arrangements to help promote a healthy work-life balance and to allow all staff members to express and develop their talents fully.
- The statutory retirement age for staff appointments is 65 years. For external applicants, only those who are expected to complete the term of appointment will normally be considered.
- Please note that WHO's contracts are conditional on members of the workforce confirming that they are vaccinated as required by WHO before undertaking a WHO assignment, except where a medical condition does not allow such vaccination, as certified by the WHO Staff Health and Wellbeing Services (SHW). The successful candidate will be asked to provide relevant evidence related to this condition. A copy of the updated vaccination card must be shared with WHO medical service in the medical clearance process. Please note that certain countries require proof of specific vaccinations for entry or exit. For example, official proof /certification of yellow fever vaccination is required to enter many countries. Country-specific vaccine recommendations can be found on the WHO international travel and Staff Health and Wellbeing website. For vaccination-related queries please directly contact SHW directly at shws@who.int.
- This is a National Professional Officer position. Therefore, only applications from nationals of the country where the duty station is located will be accepted. Applicants who are not nationals of this country will not be considered.
- In case the website does not display properly, please retry by: (i) checking that you have the latest version of the browser installed (Chrome, Edge or Firefox); (ii) clearing your browser history and opening the site in a new browser (not a new tab within the same browser); or (iii) retry accessing the website using Mozilla Firefox browser or using another device. Click this link for detailed guidance on completing job applications: [Instructions for candidates](#)