

## I BACKGROUND DETAILS

1. Division	Municipality Services	2. Group	Mental Health Group	3. Group size	15
4. Person					
5. Job title	Project coordinator				
6. Immediate superior	Kristian Wahlbeck				
7. Job aims*	<ul style="list-style-type: none"> <li>Starting up and developing research and development activities on migrant issues in social and health care in Vaasa Satellite Office.</li> </ul>				

## II TASK DESCRIPTION

<u>I. Nature of task</u>	
a) Job description	Demand level 10
<p>The Project coordinator's tasks are</p> <ul style="list-style-type: none"> <li>to initiate and develop research and development activities regarding migrants' issues in social and health care.</li> <li>to map the expert opinion on what constitutes best practice of health care for immigrants in Finland by using the Delphi-method.</li> <li>to map and assess national health service organization and utilization, and national legislation, policies and funding arrangements that regulate health services provided for immigrants through document research</li> <li>to gather data on best practises of health services provided for immigrants through interviewing health care practitioners of their experiences</li> <li>to report findings to Project Lead in England and to participate in the preparation and production of the materials of the project.</li> <li>to participate in the planning and preparation of a Finnish health and welfare survey of migrants (MAAMU)</li> <li>to prepare national and European research grant applications</li> </ul>	
b) Responsibilities	Demand level 9
<p>Project/task responsibility - Individual responsibility for delivery of above mentioned project tasks</p> <p>Financial responsibility The job does not include direct economical responsibility.</p> <p>Staff supervising responsibility The job does not include staff supervising responsibility.</p>	

2. Degree of job complexity and independence\*

a) Degree of complexity	Demand level	9
<p>The tasks involve networking and collaboration on national and international level, and the work and reporting language will be English, Finnish and Swedish. The tasks require multiple research skills, including document analysis, interview, analysis and reporting skills. The job will require travel in Finland and in Europe. The work environment will be multi-cultural. Writing up scientific reports of the findings will be encouraged.</p>		
b) Degree of independence	Demand level	8
<p>The project coordinator will work rather independently in the STAKES Vaasa Satellite Office according to an established work plan.</p>		

<b><u>3. Collaboration*</u></b>		
a) Internal collaboration	Demand level	10
<p>Collaboration with staff of STAKES Satellite Office in Vaasa, with the Mental Health Group, and with STAKES and KTL experts in the field of migrant issues.</p>		
b) National collaboration	Demand level	9
<p>Tasks require collaboration with national experts and with health care institutions in the Ostrobothnia region. The gathering of the data on national legislation, expert opinions and experiences of health care practitioners require cooperation with several organisations, target groups and key persons in the before mentioned instances</p>		
c) International collaboration	Demand level	9
<p>Work includes international collaboration with the Project Lead (PL) and other members of the project. To maintain effective communication with project partners under the direction of the PL.</p>		

<b><u>4. Competence and expertise required by the tasks*</u></b>		
a) Education/training required by the task	Demand level	8-11
<p>A Master's degree in a relevant field. A doctoral degree is not required but is an asset. The post requires experience of social and/or services and expertise in migrants' issues.</p> <p>Qualifications of person appointed:</p>		
b) Knowledge of the field and practical skills	Demand level	8-11
<p>The post requires knowledge and preferably expertise in health and social issues of migrants. Good communication skills, including writing and oral presentation for a range of target groups, and good social skills. Experience on liaising and networking at national and international level. Experience in innovative project development, and experience and knowledge of methods of systematic data collecting.</p> <p>The post requires excellent English skills and ability to independently report in English. Skills in Finnish and Swedish are required for interviews and internal collaboration,</p>		

Skills and interest for academic research in the field of social and health care of migrants is an asset. Doctoral studies will be encouraged if person appointed does not have a doctoral degree.

### 5. Impact\*

Demand level 10

The aim is to start up research and development actions in the field of migrant issues in social and health care. Within the EUGATE project, the aim is to achieve impact on European level, specifically in transferring best practice models of health services for immigrants.

Olemme käyneet tehtäväprofiilin läpi ja se vastaa tehtäviä.

Ryhmäpäällikön esitys tehtävän vaativuusluokaksi:

Allekirjoitukset \_\_\_\_/\_\_\_\_ 200\_\_

\_\_\_\_\_  
Viran/tehtävänhaltija

\_\_\_\_\_  
esimies (ryhmäpäällikkö/tulosaluejohtaja)

Tulosaluejohtajan esitys

Päiväys \_\_\_\_/\_\_\_\_ 200\_\_

\_\_\_\_\_  
tulosaluejohtaja