



Organization or Agency: **International Organization for Migration (IOM)**  
Position Title: **Enumerator (4 Positions)**  
Organizational Unit: **MEAL (Monitoring, Evaluation, Learning & Accountability)**  
Duty Station: **Salahaldin- Iraq**  
Type of Contract: **Sub-Contract to Stars & Orbit- Daily wages**  
Grade: **Ungraded**  
Duration of Appointment: **Six (6) months, with possibility of extension subject to satisfactory performance and funds availability**  
Closing Date: **27<sup>th</sup> July 2022**  
Reference Code: **CFA2022/IRQ/175**

***IOM is committed to a diverse and inclusive environment. Applications from qualified female candidates are especially encouraged, as well as the internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, the internal candidates are considered as first-tier candidates.***

#### **Context/Reporting line:**

Under the overall supervision of the Head, Monitoring, Evaluation, Learning and Accountability Unit, the administrative supervision of the Head of Sub Office (HoSO) and the direct supervision of the MEAL Officer in close coordination with the MEAL Field Assistant, the incumbent will perform the following duties:

#### **Core Functions / Responsibilities**

In coordination with the MEAL assistant and the M&E Officer:

1. Conduct interviews using appropriate tools as shared by the MEAL Assistant (paper tools or KOBO/ODK or similar platform).
2. Ensure completeness and consistency of collected information.
3. Conduct any other data collection exercise in the field using different techniques including household surveys, focus group discussions, key informant interviews as requested by the MEAL Assistant
4. Review data collected after fieldwork before submitting to the MEAL Assistant.
5. Submit clean and consolidated data collected in raw format.
6. Undertake regular field monitoring visit as requested by the MEAL Assistant and write appropriate reports.
7. Support the MEAL Assistant in checking the complaints boxes on a monthly basis and report any complaints collected to the MEAL Assistant.
8. Identify and provide an account of challenges faced in obtaining data during surveys and any other challenges encountered for onward development of tools and methodology.
9. Any other duties as required.

#### **Required Qualifications**

##### **Education:**

- University degree in Sociology, or any other related field from an accredited academic university or institute.

##### **Experience and Skills:**

- At least one years of experience in the humanitarian sector including data collection, reporting and research.
- Familiarity with the Iraqi legal and judicial systems and context.

#### **Languages:**

- Fluency in English and Arabic is required.

#### **Behavioral Competencies**

- Work prioritization and ability to multitask.
- Shares knowledge and experience.
- Positive, constructive attitude.
- Ability to work and act under pressure with discretion in politically sensitive environment with a minimum of comfort.
- Responds positively to critical feedback and differing points of view.
- Ready to work independently, under tight deadlines.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Ability to work in a multi-cultural team environment with a positive attitude.
- Highest standards of integrity, discretion and loyalty.
- Strives for supportive working environment and positive working relationship.
- Creates a respectful office environment free of harassment, retaliation, and promotes the prevention of sexual exploitation and abuse (PSEA).

#### ***IOM IN/234 - Policy and Procedures for Preventing and Responding to Sexual Exploitation and Abuse***

*IOM has a policy of zero tolerance of sexual exploitation and abuse (SEA) by IOM staff members and the employees or any other persons engaged and controlled by IOM Contractors. The staff members and all contract type holders shall protect against and prevent sexual exploitation and abuse (PSEA).*

#### **How to apply:**

**While this vacancy is open to both Internals and Externals, priority shall be given to qualified Internal applicants.**

Interested candidates are invited to submit their applications via this link:

<https://jobs.my-soc.org/apply/20220713124442/NL58jrczdFaZqCekDSI73uMmH>

In order for an application to be considered valid, IOM only accepts online profiles duly completed. Only shortlisted candidates will be contacted.

#### **Posting period:**

From: 13.07.2022 to: 27.07.2022