



Organization or Agency: **International Organization for Migration (IOM)**
Position Title: **Livelihoods Program Associate (Government Engagement)**
Organizational Unit: **Transition and Recovery Division**
Duty Station: **Baghdad- Iraq**
Type of Contract: **Sub-Contract to Stars Orbit Consultants and Management Development**
Grade: **Equivalent to G5**
Duration of Appointment: **Six (6) months, with possibility of extension subject to satisfactory performance and funds availability**
Closing Date: **24 December 2024**
Reference Code: **CFA2024/IRQ/270**

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:

IOM is a major actor in post-conflict recovery and reconstruction, and as such is heavily involved in livelihood development and job creation programmes. IOM's strengths lie in its field presence around the country and operational capacity to rebuild community infrastructure, conduct vocational and other trainings, providing grant funding at local level to support business development and a variety of other areas key to recovery.

IOM provides livelihoods support to people in extreme poverty through targeted support in the form of a graduation like approach leveraging its existing services towards improving living conditions of targeted families.

Under the overall supervision of the Senior Programme Coordinator (EconRecDevL), the administrative supervision of the Head of Sub Office (HoSO) and the direct supervision of the National Project Officer (Livelihoods) in close coordination with the Livelihoods Technical Team, the successful candidate will perform the following duties:

Core Functions / Responsibilities

1. Facilitate collaboration between IOM and MoLSA by working closely with IOM teams and MoLSA staff to strengthen coordination and ensure effective collaboration on program implementation, particularly in the areas of labor migration, livelihoods, private sector development and reintegration.
2. Facilitate and conduct periodic meetings with MOLSA departments based on the IOM government strategy and workplan
3. Coordinate all government engagement activities, including events, workshops, and meetings with relevant government entities in Iraq, particularly in the context of livelihoods and access to finance initiatives. Serve as the primary point of contact for communicating event details, objectives, and outcomes to ensure effective participation and alignment with program goals. Also, ensure proper documentation and follow-up on all engagements to maintain accountability and streamline future collaborations.
4. Provide support in the implementation of Access to Finance (A2F) initiatives. This includes assisting in the design of financial products and services tailored to program beneficiaries, coordinating with financial institutions, and monitoring the effectiveness of these initiatives. Contribute to the

development of training and awareness materials aimed at enhancing beneficiaries' understanding of financial management and access to credit. Take responsibility for reporting on progress, challenges, and lessons learned related to these activities and perform any other tasks as assigned to ensure the successful implementation of access to finance components.

5. Assist in profiling, mobilizing, and training MoLSA staff to effectively engage with IOM's programs and enhance their technical knowledge on topics such as business development, financial management, and livelihoods programming.
6. Facilitate MoLSA's access to IOM's resources and services, including training materials, technical guidance, and support for the design and implementation of livelihoods programs. Act as a liaison to connect MoLSA with different IOM departments and external stakeholders such as NGOs, private sector partners, and other development actors.
7. Work with various IOM teams and MoLSA to ensure administrative and logistical requirements are met for program delivery, including coordinating training sessions, workshops, and other events, and ensuring that all necessary documentation is in place for effective program implementation.
8. Facilitate the enrollment of target beneficiaries in livelihoods services and work with MoLSA to develop tailored livelihood plans based on beneficiary assessments and needs.
9. Offer ongoing technical support and mentorship to MoLSA staff and beneficiaries, ensuring that the designed livelihood plans are on track and aligned with both IOM's and MoLSA's goals.
10. Develop and maintain effective working relationships by fostering strong working relationships between IOM teams and MoLSA staff to ensure successful collaboration and coordination during all stages of program implementation and case management.
11. Perform any other tasks related to the program as may be assigned by the IOM supervisor or MoLSA.

Required Qualifications

Education:

- University degree in social sciences, psychology, international development or any related fields from an accredited academic university or institute with three years of relevant professional environment, or;
- Completed high school degree from an accredited academic institute with 5 years of relevant professional experience.

Experience and Skills:

- Relevant experience in the areas of labor migration, livelihoods development, vocational training, or employment programs, preferably in the humanitarian or development sectors.
- Proven experience in working with government counterparts, especially in the context of capacity building and technical assistance.
- Knowledge of IOM programs, tools, and strategies is highly desirable.
- Experience in coordinating multi-stakeholder projects, conducting training, and producing technical reports.
- Strong communication and interpersonal skills to engage with government counterparts and IOM staff.
- Ability to work independently and take initiative in a complex, multi-stakeholder environment.
- Proficiency in Microsoft Office applications (Word, Excel, PowerPoint, etc.).
- Knowledge of the socio-political context and development challenges in the country is an advantage.

Languages:

- Fluency in Arabic and English is required.

Competencies

■ The incumbent is expected to demonstrate the following values and competencies:

VALUES - All SOC staff members must abide by and demonstrate these five values:

Inclusion and respect for diversity: Respects and promotes individual and cultural differences. Encourages diversity and inclusion.

Integrity and transparency: Maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.

Professionalism: Demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

Courage: Demonstrates willingness to take a stand on issues of importance.

Empathy: Shows compassion for others, makes people feel safe, respected and fairly treated.

CORE COMPETENCIES - Behavioural indicators – Level 1

Teamwork: Develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.

Delivering results: Produces and delivers quality results in a service-oriented and timely manner. Is action oriented and committed to achieving agreed outcomes.

Managing and sharing knowledge: Continuously seeks to learn, share knowledge and innovate.

Accountability: Takes ownership for achieving the Organization's priorities and assumes responsibility for own actions and delegated work.

Communication: Encourages and contributes to clear and open communication. Explains complex matters in an informative, inspiring and motivational way.

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/20241210101804/Y1oeVGX70fO2MACn5UmckEh93>

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: 09 December to:24 December 2024