

Open to Internal and External Candidates

Position Title	: National Project Officer (Livelihoods)
Organizational Unit	: Transition and Recovery Division
Duty Station	: Baghdad - Iraq
Classification	: National Officer Category, Grade “ NOA ”
Type of Appointment	: Special Short Term contract (SST)
Duration of Appointment	: Six (6) months with possibility of extension
Closing Date	: 22 nd May 2022
Reference Code	: SVN2022/IRQ/104

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

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, internal candidates are considered as first-tier candidates.

Context:

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 Iraq livelihoods services comprise support to the private sector and individual livelihoods services. The incumbent must have familiarity and demonstrated experience in providing livelihoods for both individuals and the private sector. Specific experience with the Graduation Approach for livelihoods services will be an advantage.

Under overall guidance of the Chief of Mission (CoM), the overall supervision of Head of Livelihoods Technical team, and the direct supervision of the National Livelihoods Officer (Dohuk), the incumbent will be responsible for the following duties.

Core Functions / Responsibilities:

1. Plan and coordinate the organization of IOM Iraq livelihoods workshops, technical meetings and events held in Baghdad.
2. Coordinate closely with the Regional Coordinators and National Operations Officers to ensure that livelihoods services are reached in accordance with work plans across the four regions within Iraq and provide guidance to meet targets where necessary.
3. Provide technical livelihoods guidance to IOM livelihoods operations across Iraq in line with established methodologies. Ensuring technical integrity is maintained and provide inputs on specific issues

4. In coordination with the IOM Iraq Livelihoods technical team provide technical input in the design, review and adaptation of all livelihoods technical tools according to best practice and programming priorities and results. Develop Standards operating Procedures (SOPs) for the Graduation Approach and the Enterprise Development Fund, refine existing project implementation tools and methodologies for efficient and effective implementation of IOM's interventions in the livelihoods sector.
5. In coordination with Livelihoods Technical team and regional teams undertake skills assessments and develop mentorship plans for field staff. Identify skill and knowledge gaps related to livelihoods among IOM staff, and address these through various capacity building initiatives. Support Livelihoods Technical Team to conduct training for livelihoods field operations, including livelihoods associates in collaboration with IOM technical staff.
6. In coordination with the National Livelihoods Officer Oversee the pilot and expansion of the Graduation Approach and ensure adherence to timelines, technical standards and follow-up with beneficiaries. Ensure that the operational lessons learnt and the feedback from the field teams are ongoingly documented and reflected into the program design in coordination with the Livelihoods technical team.
7. Liaise with project partners, government officials, other programme stakeholders, and relevant counterparts. Participate in coordination mechanisms as required.
8. Compile and submit regular project updates/reports Livelihoods Technical Lead, and promptly identify and recommend solutions to technical issues. Assist the Programme Coordinator and Project Support Unit to prepare narrative reports as required by the donor and IOM.
9. Perform such other duties as may be assigned

Qualifications.

Education

- Master's degree in medical or related field from an accredited academic institution or;
- Bachelor's degree in the above fields from accredited academic institution with 2 years relevant professional experience.

Experience

- Experience in working in an international environment and in liaising with a variety of partners at all levels of the hierarchy.
- Ability to meet deadlines and work under pressure.
- Good level of computer literacy.
- Personal commitment, efficiency, flexibility, drives for results.
- Excellent communication and negotiation skills.
- Ability to present clear and concise information.
- Ability to work effectively and harmoniously with colleagues from varied cultures and professional backgrounds.
- Ability to handle confidential matters.

Languages

- English and Arabic are required.

- Any other language is an advantage.

Required Competencies

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

Values

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- 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.

Core Competencies – behavioural indicators *level 2*

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

- Fosters a sense of team spirit by developing a shared understanding, accountability and enthusiasm for the team's work.
- Displays a high level of cultural awareness, sensitivity to different ways of working and leverages individual strengths in order to build a better team.
- Shares credit for team accomplishments and ensures that the contribution of others is recognized.
- Helps create a positive team spirit, putting aside personal considerations to help the team achieve its goals.

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

- Produces high-quality results and workable solutions that meet clients' needs.
- Anticipates constraints, identifies solutions and takes responsibility for addressing critical situations.
- Monitors own and others' work in a systematic and effective way, ensuring required resources and outputs.
- Aligns projects with Organization's mission and objectives and demonstrates a good understanding of the impact of team's and own work on external and internal counterparts.

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

- Disseminates and shares knowledge openly and actively contributes to knowledge/network communities for topics relevant to area of expertise.
- Encourages knowledge-sharing across units/departments and ensures that knowledge is captured, recorded and disseminated appropriately.
- Builds networks for the effective communication and exchange of knowledge and ideas and puts others into contact with various sources of knowledge.
- Contributes to an environment that is conducive to innovation and learning.

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

- Proactively seeks responsibility in delivering towards the goals of the Organization.
- Plans and organizes work with a clear and deliberate focus, ensuring commitments are easily identified and progress is widely communicated.

- Stands by the actions of team or department, publicly accepting ownership.
- Takes responsibility of own shortcomings and those of the work unit, where applicable.

Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

- Speaks and writes clearly and effectively.
- Seeks to share information with others, with due respect for diversity and the confidentiality of specific sensitive information.
- Listens and seeks to understand without bias, and responds appropriately.
- Shares information and keeps others up to date; actively seeks others' views and ideas and respects their contribution.

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).

Others

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment and verification of residency, visa, and authorizations by the concerned Government, where applicable.

Only candidates residing in either the country of the duty station or from a location in a neighbouring country that is within commuting distance of the duty station will be considered. In all cases, a prerequisite for taking up the position is legal residency in the country of the duty station, or in the neighbouring country located within commuting distance, and work permit, as applicable.

Internals of the Organization and NMS candidates, as well as external female candidates, will be considered as first-tier candidates. This vacancy is also open to second-tier candidates.

The appointment is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and security clearances.

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 a link:

<https://iraqdatacenter.iom.int/Vacancy/Apply/SVN2022IRQ104>

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

Posting period:

From 08.05.2022 to 22.05.2022