



Organization or Agency: **International Organization for Migration (IOM)**
Position Title: **English Trainer**
Organizational Unit: **Peacebuilding and Stabilization Division**
Duty Station: **Kirkuk- Iraq**
Type of Contract: **Sub-Contract to Stars Orbit Consultants and Management Development/ Hourly**
Grade: **UG**
Duration of Appointment: **One (1) month**
Closing Date: **16th May 2023**
Reference Code: **CFA2023/IRQ/100**

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:

This position will contribute to the project's objective to improve MHPSS support for IDPs, returnees and host community in Iraq and to improve their overall resilience and well-being through teaching computer and various computer applications for mixed age and group communities.

Through this course, participants from different Hay AL-Jamia communities will gain skills and understanding of using computer to express their talents.

Under the general guidance of the MHPSS Programme Coordinator, the overall supervision of the National MHPSS Officer, the administrative supervision of the Head of Sub Office (HoSO), and the direct supervision of the Senior Social Cohesion Assistant (TL), the successful candidates will be responsible for the following duties:

Core Functions / Responsibilities

1. Support participants in learning new skills and steps on how to develop them.
2. Create a structured plan/schedule for the activity period showing the steps of learning
3. Support the implementation of activities
4. Facilitate icebreakers, energizers, and structured awareness sessions with the FP.
5. Develop a weekly plan along with the staff.
6. Provide feedback and suggestions to the MHPSS National Officer.
7. Provide a translation for beneficiaries, trainers, and staff when needed.
8. Deliver reports at the end of each activity with recommendations.
9. Ensure that confidentiality and the right to privacy are maintained about confidential information.

Required Qualifications

Education:

- Bachelor's degree in English Language, or another relevant discipline from an accredited academic university or institution with at least 2 years of professional experience or;

- Diploma/certificate in English Language , or another relevant discipline from an accredited institution with 4 years of professional experience.

Experience and Skills:

- Experience working in the humanitarian or educational sector as an English Trainer, professional experience involving mental health, psychosocial support, and social cohesion programs.
- Experience in various tasks using computer skills for communication, accessing the Internet, writing a document, using e-mails, Microsoft office application and creating presentations, is a strong advantage.
- Experience in communicating and working with a wide range of people including people of culturally diverse backgrounds, people with disabilities, and especially youth.
- Experience in wide range of technology software and hardware.
- Excellent communication skills.
- Strong interpersonal skills.
- Strong presentation skills.

Languages:

- Fluency in English, Kurdish 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/20230509101232/mIJSld9wAhb4KCpoPazTvx7fe>

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: 9 May 2023 to 16 May 2023