



Organization or Agency: **International Organization for Migration (IOM)**  
Position Title: **Research Team leader**  
Organizational Unit: **Return and Recovery Unit**  
Duty Station: **Baghdad- Iraq**  
Type of Contract: **Sub-Contract to Stars & Orbit**  
Grade: **Equivalent to G6**  
Duration of Appointment: **Six (6) months, with possibility of extension subject to satisfactory performance and funds availability**  
Closing Date: **26<sup>th</sup> September 2021**  
Reference Code: **CFA2021/IRQ/231**

***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, Return and Recovery Unit, the administrative supervision of the Head of Sub Office (HoSO), and the direct supervision of the Research Officer, the incumbent will support the IOM Research team in the implementation of on-going and upcoming research activities, mainly in coordinating its data collection component.

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

1. Supervise and be responsible of the team of enumerators.
2. Ensure the timely implementation of data collection needed for research projects conducted at mission level in geographical area covered by the team: Baghdad and Central of Iraq
3. Ensure methodologically correct implementation of qualitative research in geographical areas covered by the team: Baghdad and Central of Iraq
4. Contribute to qualitative and quantitative data collection exercises, including conducting data collection in the field.
5. Liaise with IOM sub-offices, local and national authorities to ensure access and logistics are timely put in place for conduction of data collection in Baghdad and Central of Iraq
6. Ensure the enumerators routinely contact and track longitudinal study (LS) families according to the plan and follow up of LS families and their moves to different locations.
7. Actively contribute to the drafting and revision of data collection tools and sample selection, based on the research criteria and on knowledge of the areas and population groups under study
8. Participate and actively contribute to data review workshop, inputting field knowledge into the data analysis
9. Contribute to the analysis and presentation of findings during data review workshops and research dissemination events
10. Have a thorough understanding of different methodologies for data collection (i.e., quantitative household interviews and qualitative in-depth interviews and focus groups)
11. Be responsible of the logistic of data collection during repeat rounds of field work, ensuring materials and resources are in place for the successful completion of required interviews; timely inform the administration on logistical needs (material, transportation, security etc.).
12. Collect and review the data collected in the forms after fieldwork.
13. Be responsible for the completion of the required interviews and for the quality of the information collected. Ensure that the quality of data collected is met and in line with the Survey guidelines and requirements.

14. Train the staff under his/ her supervision in the field on code of conduct and guarantee good behavior of agents on the sites.
15. Ensure that the staff is on time and well prepared/ informed and equipped for the operations
16. Supervise the attendance list and the payroll preparation of his/her team submit to the Survey Coordinator.
17. Keep an expand network of key informants including community leaders, governmental officials, local authorities, CSO representatives, tribal leaders, and security representatives.
18. Liaise with other IOM offices to conduct fieldwork in different locations in Iraq
19. Liaise with security officers DSS and Iraqi forces and be aware and alert to the security situation of survey areas.
20. Other related duties as may be assigned.

## Required Qualifications

### *Education:*

- Bachelor's degree in Social Science (Economics, Statistics, International Relations, Political Sciences) or a related field from an accredited academic university or institute.

### *Experience and Skills:*

- At least (4) years of work experience in the field of research study.
- Experience in/ knowledge of qualitative and quantitative research field interviews, preferably in an international organization. Experience with IOM or another international organization is a plus.
- Experience working on large quantitative data collection projects.
- Proven experience in coordinating teams in the field.
- Qualitative and quantitative research skills.
- Ability to coordinate administrative activities related to admin and operational activities.
- Previous research experience or knowledge of displacement dynamics return and reintegration of Internally Displaced Persons (IDPs) and returnees in Iraq and advantage.

### *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).
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### *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/20210912100441/Pyltz82X7acT3FqQ5b16SHBCv>

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: 12.09.2021 to: 26.09.2021