



IOM International Organization for Migration

Open to Internal and External Candidates

Position Title	: National Project Officer (Livelihoods)
Organizational Unit	: Transition and Recovery Division
Duty Station	: Erbil - Iraq
Classification	: National Officer Category, NOA
Type of Appointment	: Special Short Term contract (SST)
Duration of Appointment	: Six (6) months with possibility of extension
Closing Date	: 30 th July 2024
Reference Code	: SVN2024/IRQ/172

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.

Under the overall supervision of the Head, Transition and Recovery Division (TRD) for IOM Iraq and the direct supervision of the Programme Coordinator (Economic Recovery and Livelihoods), the successful candidate will be responsible for providing technical guidance and inputs under the livelihoods and job creation pillar of IOM's programmes supporting Internally Displaced Persons (IDPs) return and community recovery / reconstruction. S/he will work in close coordination with other thematic specialists, field staff, partner agencies and government in facilitating implementation of Individual Livelihoods Assistance (ILA) and Employment for Public Works (EPW) within the Transition and Recovery portfolio.

Core Functions / Responsibilities:

Technical Support and Programme Implementation

- Provide technical inputs for the development and implementation of appropriate methodologies and technical approaches for all job creation and livelihoods program activities under ILA and EPW.
- Help refine existing livelihoods training tools and methodologies for efficient and effective implementation of IOM's ILA and EPW.
- Support IMS officers to maintain the ILA and EPW information management system (IMS). Ensure the timely entry of all relevant ILA and EPW information including changes made to records and approvals in the IMS.

- Work with TRD Regional Coordinators to verify technical aspects of the ILA and EPW are in place, including all necessary documentation.
- Support the Programme Coordinator in all activities related to the management of the ILA and EPW. This will include keeping track of progress, and supporting the adaptation of relevant tools so that EPW and ILA respond to the context.
- Conduct regular field monitoring visits and evaluations of ILA and EPW. Facilitate reviews conducted by consultants. Document and share lessons learned and good practices with other team members.
- Provide technical inputs and develop tools as needed to support livelihoods activities related to migration, environment and climate change (MECC) activities.

Human Resource Management

- Provide training on all related aspects of ILA and EPW to operations teams.
- Supervise project staff for ILA and EPW.

Project Planning, Monitoring and Reporting

- Review progress in achieving program objectives and targets in collaboration with Regional Coordinators and the Programme Coordinator
- Provide regular updates and reporting to the TRD Programme Manager and Programme Coordinator
- Assist the Programme Manager, Project Managers and Project Support Unit in preparing narrative reports and project proposals as required by the donor and IOM

Other

- Perform such other duties as may be assigned.

Qualifications.

Education

- Master's degree in social sciences, administration or in a related field from an accredited academic institution or
- University degree from an accredited academic institution, with minimum 2 years of relevant professional experiences as above.

Experience

- Operational experience in financial inclusion / microfinance / small business lending;
- Experience in interventions aimed at enhancing socio-economic conditions of vulnerable populations, such as micro-finance, private sector development, local economic recovery, employment promotion, agricultural development, entrepreneurship building, vocational and technical education, and training or poverty reduction;
- Experience or understanding of development finance, public-private partnerships in developing countries, public sector financing mechanisms of the private sector, etc., is highly advantageous;
- Experience in liaising with government authorities, other national/international institutions and NGOs, and building effective partnerships with private sector;

Skills

- Good initiative and ability to plan and manage activities with limited supervision.
- Capacity to work under pressure and hardship environment.
- Personal commitment, efficiency, flexibility, and drive for results

- Ability to work harmoniously with colleagues from varied cultures and professional backgrounds.
- Computer literacy (MS Office, etc.) and knowledge of information databases
- Excellent communication and negotiation skills.

Languages

- English, Kurdish 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/SVN2024IRQ172>

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

Posting period:

From 16.07.2024 to 30.07.2024