



International Organization for Migration (IOM)

The UN Migration Agency

Call for Applications

Position Title : **National Project Officer – Reintegration**
Duty Station : **Port Vila, Vanuatu**
Classification : **General Service Staff, Grade UG**
Type of Appointment : **Special short-term ungraded, nine months with possibility of extension**

Closing Date : **June 27, 2023**

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, 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.

Internal and external candidates will be considered for this vacancy. For the purposes of this vacancy, internal candidates are defined as staff members holding a regular, fixed-term or short-term graded or ungraded contract, including Junior Professional Officers (JPOs), staff on Special Leave Without Pay (SLWOP), and staff members on secondment/loan released by the Organization, unless otherwise specified in their contract. Staff members holding a regular, fixed-term or short-term graded contract will not retain their contract type if appointed to an ungraded position.

Context:

Labour migration is becoming increasingly important in the Pacific region. The International Organization for Migration (IOM) works with governments and regional organizations to help protect international and internal migrant workers throughout the labour migration process. Vanuatu sends the highest number of labour migrants to Australia and New Zealand each year in the Pacific. Notwithstanding the success of these programmes, there is a strong need, however, to provide support for return and reintegration to enable labour migrants and their families to maximize the positive impacts of their participation in international labour mobility. Thus, IOM is looking to develop and deliver return and reintegration assistance to returning migrant workers in Vanuatu.

Under the overall supervision of the Chief of Mission Vanuatu and direct supervision of the Programme Manager (Labour Mobility), the successful candidate will be responsible for supporting the development IOM's reintegration assistance delivery in Vanuatu including the development of the return and reintegration module and related plans and leading the delivery of direct reintegration assistance to returning migrant workers.

Core Functions / Responsibilities:

1. Support the development of IOM's return and reintegration module contextualised to the needs and context of returning migrant workers in Vanuatu.
2. Lead the delivery of direct reintegration assistance in country including coordinating logistics, providing technical guidance and insights to strengthen the programme, as well as partnering with stakeholders.
3. Support the implementation of labour mobility projects in a timely manner, track project expenditures and monitor burn-rates, follow up on logistical and administrative arrangements, ensure that donor reporting information and schedules are available.
4. Train, manage and supervise new facilitators and less experienced team members, ensuring appropriate capacity-building opportunities and providing programmatic and technical advice.
5. Support liaison with project counterparts at the regional, national, provincial and community levels, and represent IOM at meetings, workshops and other events as requested by supervisor.
6. Support the delivery and monitoring of project activities, including capacity building, research, and primary data collection, conducting monitoring and evaluation during workshops.
7. Support the timely submission of project reports according to IOM procedures and donor requirements, by preparing regular updates, programme summaries, briefings and other relevant informational materials and statistics, according to specific project needs.
8. In compliance with project visibility guidelines, support the production and dissemination of communication materials to document project activities, achievements, and impacts.
9. Contribute to the development of concept notes and project proposals in response to needs identified by national and local counterparts.
10. Contribute to the collection and sharing of relevant information/data on protection and labour mobility and social inclusion, for dissemination to colleagues and relevant stakeholders.
11. Support in ensuring compliance with IOM's Prevention of Sexual Exploitation and Abuse (PSEA) policies at CO level and with IOM's implementing partners in Solomon Islands.
12. Support in strengthening gender mainstreaming and social inclusion across IOM Vanuatu programming portfolio.

13. Undertake duty travel related to programming, monitoring, and liaison with counterparts, as required.
14. Perform such other duties as may be assigned.

Required Qualifications and Experience

Education

- Master's degree in Political or Social Sciences, Development Studies, International Relations or Law from an accredited academic institution with one year of relevant professional experience; or
- University degree in the above fields with three years of relevant professional experience.

Experience

- Demonstrated experience in supporting the implementation of programming related to protection, labour mobility and social inclusion at the national, provincial and community level;
- Demonstrated experience in supporting monitoring, capacity building, and communication activities;
- Experience in liaising with government authorities, inter-governmental institutions, the private sector, UN agencies and national and international NGOs;
- Demonstrated experience and understanding of the migration and mobility context in Solomon Islands and the wider Pacific region will be considered a distinct advantage.

Skills

- Excellent writing and communication skills;
- Strong interpersonal skills and ability to maintain trust and good working relationships with counterparts;
- Capacity for creative thinking;
- Team-oriented, but with capacity to work independently and with minimal supervision;
- Personal commitment, efficiency, and flexibility;
- Strong organizational and time management skills, and ability to deliver under tight timelines;
- Understanding of IOM policies, procedures and institutional tools will be considered an advantage.

Languages

- Fluency in English and Bislama is required.

Required Competencies

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

Values - All IOM 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 2

- 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.

Managerial Competencies - Behavioural indicators – Level 2

- Leadership: Provides a clear sense of direction, leads by example and demonstrates the ability to carry out the Organization's vision. Assists others to realize and develop their leadership and professional potential.
- Empowering others: Creates an enabling environment where staff can contribute their best and develop their potential.
- Building Trust: Promotes shared values and creates an atmosphere of trust and honesty.
- Strategic thinking and vision: Works strategically to realize the Organization's goals and communicates a clear strategic direction.
- Humility: Leads with humility and shows openness to acknowledging own shortcomings.

Other

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. Subject to certain exemptions, vaccination against COVID-19 will in principle be required for individuals hired on or after 15 November 2021. This will be verified as part of the medical clearance process.

A prerequisite for taking up the position is legal residency in the country of the duty station and work permit, as applicable.

Vacancies close at 23:59 local time Port Vila, Vanuatu on the respective closing date. No late applications will be accepted.

How to apply:

Interested candidates are invited to submit their applications via email to HRCanberra@iom.int by 27 June 2023 at the latest.

Kindly indicate the reference code CFA/VU/003/2023 followed by your full name in the subject line.

Applications should include:

- a) CV
- b) Cover letter
- c) IOM Personal History form which can be downloaded from this link <https://australia.iom.int/careers>

In order for the applications to be considered valid, IOM only accepts the full application documents indicated above to be duly completed and emailed to HRCanberra@IOM.INT.

Only shortlisted candidates will be contacted.

Posting period:

From 01.06.2023 to 27.06.2023

No Fees:

IOM does not charge a fee at any stage of its recruitment process (application, interview, processing, training or other fee). IOM does not request any information related to bank accounts.