



IOM International Organization for Migration

Open to Internal and External Candidates

Position Title : **National Project Officer (Counter Human Trafficking)**
Duty Station : **Baghdad**
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 : **15th November 2017**
Reference Code : **SVN2017/IRQ/101**

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. 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:

Under overall guidance of the Chief of Mission (CoM) and under the direct supervision of the Protection Coordinator, the National Officer will mainly be responsible for the delivery of counter-trafficking activities within the Protection Unit.

Core Functions / Responsibilities:

General Functions: Under the direct supervision of the head of the Protection Unit, the incumbent will be responsible for:

1. Support the coordination and implementation of Counter Trafficking project objectives and deliverables;
2. Responsible for regular liaison and coordination with senior level government counterparts on issues pertaining to vulnerable migrants and counter trafficking and maintaining good relations;
3. Monitor the case-management of vulnerable migrants and victims of trafficking and support, including conducting screening interviews and intake as required;
4. Create effective monitoring and evaluation tools for Counter Trafficking projects.
5. Plan, organize and facilitate meetings, trainings, field visits and workshops for key stakeholders across Iraq, and identify and liaise with focal points to participate in development of Counter Trafficking project goals and objectives;
6. Contribute to the development, implementation and revision of counter-trafficking

- training materials and modules for senior and frontline officers of the relevant government departments, and NGOs across all governorates;
7. Identify the training and capacity building needs of relevant counterpart Ministries, Departments, Committee members, and Non-Governmental Organizations (NGOs);
 8. Travel to urban and rural areas across Iraq to conduct awareness raising and stakeholder engagement activities;
 9. Conduct training and awareness raising on counter-trafficking for IOM staff, NGO, government, and affected communities, as required;
 10. Prepare and circulate regular updates on issues related to counter trafficking and migrant rights in Iraq including observations of court proceedings, legislation and review of judicial records;
 11. Assist in preparing periodic narrative progress, field, interim and final reports for the Counter Trafficking project/s;
 12. Plan, coordinate and arrange for events such as workshops, seminars/conferences, meetings, trainings, presentations; including travel and hotel arrangements and trip itineraries where necessary;
 13. Perform such other duties as may be assigned.

Required Qualifications and Experience

Education

Master`s Degree in degree in law, social or political sciences, or other related subject or a related management field from an accredited academic institution with two years of relevant professional experience; or

University degree in the above fields with seven years of relevant professional experience

Experience

- Experience in liaising with senior governmental and diplomatic authorities as well as with regional, national and international institutions.
- Experience in providing direct assistance to individuals with vulnerabilities.
- Experience in community awareness raising and delivering training to government and non-government organisations on protection related issues.
- Experience in organising workshops, official meetings and training programs with government and non-government stakeholders.
- Experience in conducting field visits to rural or remote areas and writing reports and field visit assessments.
- Experience in project management.
- Familiarity with financial and business administration.
- Strong PC user skills (Word, Excel, PowerPoint etc.)

Languages

Fluency English, Kurdish and Arabic.

Required Competencies

Accountability

- Accepts and gives constructive criticism
- Follows all relevant procedures, processes, and policies
- Meets deadline, cost, and quality requirements for outputs
- Monitors own work to correct errors
- Takes responsibility for meeting commitments and for any shortcomings

Client Orientation

- Identifies the immediate and peripheral clients of own work
- Establishes and maintains effective working relationships with clients
- Identifies and monitors changes in the needs of clients, including donors, governments, and project beneficiaries
- Keeps clients informed of developments and setbacks

Continuous Learning

- Contributes to colleagues' learning
- Demonstrates interest in improving relevant skills
- Demonstrates interest in acquiring skills relevant to other functional areas
- Keeps abreast of developments in own professional area

Communication

- Actively shares relevant information
- Clearly communicates, and listens to feedback on, changing priorities and procedures
- Writes clearly and effectively, adapting wording and style to the intended audience
- Listens effectively and communicates clearly, adapting delivery to the audience

Creativity and Initiative

- Actively seeks new ways of improving programmes or services
- Expands responsibilities while maintaining existing ones
- Persuades others to consider new ideas
- Proactively develops new ways to resolve problems

Leadership and Negotiation

- Convinces others to share resources
- Actively identifies opportunities for and promotes organizational change
- Presents goals as shared interests Articulates vision to motivate colleagues and follows through with commitments

Performance Management

- Provides constructive feedback to colleagues
- Identifies ways for their staff to develop their abilities and careers
- Provides fair, accurate, timely, and constructive staff evaluations
- Uses staff evaluations appropriately in recruitment and other relevant HR procedures
- Holds directly reporting managers accountable for providing fair, accurate, timely, and constructive staff evaluations

Planning and Organizing

- Sets clear and achievable goals consistent with agreed priorities for self and others
- Identifies priority activities and assignments for self and others
- Organizes and documents work to allow for planned and unplanned handovers
- Identifies risks and makes contingency plans
- Adjusts priorities and plans to achieve goals
- Allocates appropriate times and resources for own work and that of team members

Professionalism

- Masters subject matter related to responsibilities
- Identifies issues, opportunities, and risks central to responsibilities
- Incorporates gender-related needs, perspectives, and concerns, and promotes equal gender participation
- Persistent, calm, and polite in the face of challenges and stress
- Treats all colleagues with respect and dignity
- Works effectively with people from different cultures by adapting to relevant cultural contexts
- Knowledgeable about and promotes IOM core mandate and migration solutions

Teamwork

- Actively contributes to an effective, collegial, and agreeable team environment
- Contributes to, and follows team objectives
- Gives credit where credit is due
- Seeks input and feedback from others
- Delegates tasks and responsibilities as appropriate
- Actively supports and implements final group decisions
- Takes joint responsibility for team's work

Technological Awareness

- Learns about developments in available technology
- Proactively identifies and advocates for cost-efficient technology solutions
- Understands applicability and limitation of technology and seeks to apply it to appropriate work

Resource Mobilization

- Establishes realistic resource requirements to meet IOM needs.

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.

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.

How to apply:

Interested candidates are invited to submit their applications via a link:

<http://iomiraq.net/vacancies/national-project-officer-counter-human-trafficking>

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 08.11.2017 to 15.11.2017