



IOM International Organization for Migration

CALL FOR APPLICATIONS

Reference code: SVN2024-17

Open to External Candidates

Position Title : **Accommodation Center Consultant (GIM)**
Duty Station : **Chisinau, Republic of Moldova**
Type of Appointment : **Consultancy**
Duration of Consultancy : **11 months**
Estimated Start Date : **As soon as possible**
Closing Date : **26 June 2024**

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.

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.

Nature of the consultancy:

The overall task of the incumbent will be to contribute to strengthening the institutional capacity of the General Inspectorate for Migration (GIM) of the Ministry of Internal Affairs of the Republic of Moldova, by assisting and supporting the administration of the Accommodation Center of GIM, with a strong emphasis on the humanitarian approaches and based on the provisions of the applicable regulatory framework. Category A Consultancy.

Project Context and Scope:

Since the beginning of the military conflict in Ukraine until the beginning of February 2024, almost 3 mil of entries in the Republic of Moldova were registered, out of which over 1.384.758 were Ukrainian citizens and over 1.604.665 TCNs. According to the latest data approx 120,000 individual refugees from Ukraine are currently residing on the territory of the Republic of Moldova.

As a consequence, IOM remains committed to strengthen the regional response to the crisis through multi-dimensional approach aimed at widening the scope of implemented activities and to assist in addressing complex migration and border management challenges, in order to maintain the balance between the facilitation of cross-border movements while upholding border security and protecting migrants' rights. This also includes the operational support to national border and immigration

agencies and other stakeholders responsible for ensuring voluntary transfer to pledging EU Member States and associated countries of Eastern Partnership citizens, and voluntary and informed return of TCNs.

Within the project “Supporting Protection, Transit, Voluntary and Informed Return and Reintegration of Eastern Partnership Citizens and Third Country Nationals affected by the conflict in Ukraine” financed by EU DG NEAR, IOM will contract consultants to support the activities of the Accommodation Center functioning under the General Inspectorate for Migration of the Republic of Moldova.

According to the provisions of the Regulation approved by the Government Decision No. 1023/2012, the Accommodation Center is a specialized structure, subordinated to the General Inspectorate for Migration of the Ministry of Internal Affairs, intended for temporary accommodation of asylum seekers and beneficiaries of international protection. The Consultant's mission is to support the implementation of GIM Accommodation Center's responsibilities related to migration, asylum, integration and statelessness.

Organizational Department / Unit to which the Consultant is contributing:

The Consultant of the Accommodation Center works directly with the Head of the Accommodation Center. Under the overall supervision of the Chief of Mission and the Head of Migration Governance unit, and the direct supervision of the IBG National Programme Officer, the consultant will be responsible for providing effective and efficient support to GIM within the framework of the project - Supporting Protection, Transit, Voluntary and informed Return and Reintegration of Eastern Partnership Citizens and Third Country Nationals affected by the conflict in Ukraine.

Category A Consultant:

Tasks to be performed under this Contract:

1. Assists the Administration of the Accommodation Centre in managing and ensuring the sustainable functioning of the institution, based on the enacted regulatory framework and the humanitarian principles and standards, including the do no harm principle of humanitarian intervention;
2. Provides counselling and guidance and accompanies the foreigners during their presence at the Accommodation Center, based on the best practices and applicable international standards;
3. Assists in monitoring the internal activities and contributes to ensuring a favorable internal environment with full respect to the cultural and gender specificity, code of conduct and internal order;
4. Assists the Administration of the Center in preparing in maintaining records, files and documents according to the applicable regulatory framework;
5. Contributes to the efficient management of the massive influx of asylum seekers who have requested accommodation in the Centre;
6. Supports in carrying out cultural, educational, sportive, recreational and creative activities

- for asylum seekers, including the organizational activities (such as, greening actions, household activities and maintenance in satisfactory condition of spaces adjacent to and on the territory of the Center, etc.);
7. Assists persons with special needs, based on the gender and other applicable standards and criterion;
 8. Reports and refers for further follow-up without any delay, to the Head of the Accommodation Center, any tensed or conflictual situations occurred with and between asylum seekers, while abstainings from further engagement;
 9. Provides the necessary support in the proper administration, recording and management of the goods belonging to the Accommodation Center.

Work schedule:

The Consultant will work in shifts (day and night), according to the schedule established by the Administration of the Accomodation Center within GIM, to ensure the functionality of the service (24 hours / 7 days a week).

Performance indicators for the evaluation of results:

- Signed report by the Consultant and counter-signed by the Head of the Accommodation Center of the GIM Call Center according to the internal Job description of the Counsellor of the Call Center of the General Inspectorate for Migration;
- Monthly timetable of performance counter-signed by the Head of the Accommodation Center of the Call Center of GIM.

Education, Experience and/or skills required:

- The Consultant must hold higher education in the field of socio-human sciences (law, security and public order, public administration, sociology or other relevant fields).
- The Consultant must have theoretical and practical knowledge in the field of migration and asylum, namely:
 - to know the related legal and regulatory framework;
 - to know the spectrum of services available to foreigners, migrants, refugees, stateless persons, etc.;
 - to know the institutional framework in the field of migration, asylum, statelessness and integration of foreigners;
- The Consultant must possess the following skills:
 - working with information;
 - effective communication;
 - teamwork;
 - on the use of technical means of office;
 - communication in Romanian and Russian. Knowledge of English is an advantage;
 - how to use Microsoft Office (Word and Excel).

Travel required:

The fee will not cover travel and other expenses of the Consultant.

Competencies:

Values

- i. **Inclusion and respect for diversity:** respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- ii. **Integrity and transparency:** maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- iii. **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

- iv. **Teamwork:** develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- v. **Delivering results:** produces and delivers quality results in a service-oriented and timely manner; is action-oriented and committed to achieving agreed outcomes.
- vi. **Managing and sharing knowledge:** continuously seeks to learn, share knowledge and innovate.
- vii. **Accountability:** takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- viii. **Communication:** encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

Other

Any offer made to the candidate in relation to this special vacancy notice is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment, security clearances and a valid COVID certification.

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

How to apply:

Interested applicants are invited to send CV in English to: hrchisinau@iom.int.

Please, indicate the position you are applying for and reference code in the subject line of your message.

Closing date for applications is **26 June 2024**.

In order for an application to be considered valid, IOM only accepts the applications duly completed. **Only shortlisted candidates will be contacted.**

Posting period:

From 12.06.2024 to 26.06.2024