



IOM International Organization for Migration

Vacancy Notice 2023-18 Open to Internal and External Candidates

Position Title	: Project Specialist (Mobile Team)
Duty Station	: Chisinau, Moldova
Classification	: General Staff Category, Grade G-7, UN Salary Scale
Type of Appointment	: Fixed term one year, with possibility of extension
Estimated Start Date	: ASAP
Closing Date	: June 04, 2023

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. Well qualified candidates, particularly women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV are particularly encouraged to apply.

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 the overall supervision of the Protection Programme Coordinator in Moldova and the direct supervision of the Protection Coordinator (Operations); and in collaboration with other units at IOM Moldova, the Project Specialist Mobile Team will be responsible for contributing the effective and timely programmatic implementation of Protection-related programming in the emergency operations.

Core Functions / Responsibilities:

1. Coordinate protection field activities such as direct assistance, awareness raising and community engagement, or protection assessment in specific locations/regions. This may include but not be limited to providing technical and administrative guidance to Protection Mobile Teams and local organizations implementing partners.
2. Provide coordination and technical guidance to the Protection Mobile Team to ensure the implementation of vulnerability screening and case management decisions and, when necessary, suggesting capacity building opportunities to improve technical knowledge.
3. Liaise and coordinate with relevant authorities and civil society organization for referral of cases, access to areas, project implementation and develop or/and set up referral mechanisms and SOPs when needed.

4. Coordinate with relevant authorities on other matters related to the mobile protection teamwork, needs and findings; report emerging trends and protection concerns to management.
5. Monitor activities of the Protection Mobile Teams and IOM implementing partners including preparation of regular reports and maintenance of IOM case management database and reporting
6. Support covering capacity building activities internally and externally, e.g. by conducting trainings, workshops, conference, roundtable and other events.
7. Coordinate the implementation of awareness raising, information dissemination, risk mitigation and partnership component of protection programmes, including in crisis setting while providing recommendations to streamline implementation.
8. Research, compile, analyse and present information for public information activities, including for social media.
9. Undertake duty travel based on programme needs.
10. Perform such other duties as may be assigned.

Required Qualifications and Experience

Education:

- Bachelor's degree in social sciences, Political Sciences, International Relations, Development Studies, Migration Studies, Human Rights, Law or related fields from an accredited academic institution with five years of relevant professional experience; or
- School diploma with seven years of relevant professional experience.

Experience:

- Work experience in humanitarian response field with a focus on the thematic area of Protection of forced displacement.
- Exposure, including through work experience to a range of Protection topics such as migrants in vulnerable situations and gender-based violence.
- Work experience in the field in coordinating multidisciplinary teams and coordination with other humanitarian actors.
- Experience in liaison and cooperation with governmental authorities, UN partners, and NGOs, as well as internal and external stakeholders.
- Previous work experience in IOM or a UN agency is preferable.

Skills:

- Knowledge of migration- and protection-related subject areas, as dealt with by the Organization in Moldova.
- Knowledge of humanitarian response planning and general understanding of humanitarian response structure.
- Good knowledge of public services related to the area of social care and protection.
- Good reporting and data collection skills
- Good field coordination skills.
- Knowledge of UN and bilateral donor programming.
- Ability to learn quickly new thematic areas and workstreams related to the protection work of IOM in a variety of contexts and in coordination with other units.

- Proficiency in computer skills, especially in MS Office (Excel, Outlook, Word, etc.). and experience in working with databases and online applications.

Languages:

Fluency in English, Romanian and Russian (oral and written).

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: maintain 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.
- 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 action 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.

Internals of the Organization and NMS candidates will be considered as first-tier candidates.

This vacancy is also open to second-tier candidates.

Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, security clearances, and a valid COVID certification.

Only candidates residing in the country 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, and work permit, as applicable.

How to apply:

Interested applicants are invited to send the Personal History form

https://civic.md/userfiles/attachments/14191/IOM_Personal_History_Form.xls and cover letter in English to: harchisinau@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 **04 June 2023**.

In order for an application to be considered valid, IOM only accepts the Personal History Forms duly completed.

Only shortlisted candidates will be contacted.

Posting period:

From 19.05.2023 to 04.06.2023