



IOM International Organization for Migration

## Vacancy Notice 2023-34 Open to Internal and External Candidates

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| Position Title       | : <b>Project Associate - Social Worker</b>                  |
| Duty Station         | : <b>Chisinau, Moldova</b>                                  |
| Classification       | : <b>General Staff Category, Grade G-5, UN Salary Scale</b> |
| Type of Appointment  | : <b>Fixed term one year, with possibility of extension</b> |
| Estimated Start Date | : <b>ASAP</b>   |
| Closing Date         | : <b>September 07, 2023</b>                                 |

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 Associate - Social Worker will be responsible for contributing the effective and quality assistance services to refugees, migrants and host communities taking into account their specific needs.

### **Core Functions / Responsibilities:**

1. Work within a multidisciplinary team as part of IOM mobile protection team(s).
2. In coordination with IOM colleagues and as part of IOM mobile protection team(s), identifies vulnerable cases among refugees and migrants, including potential victims of trafficking, survivors or persons at risk of sexual and gender-based violence, unaccompanied and separated children, unaccompanied elderly, pregnant women, people with mental health and/or psychosocial needs, persons with disabilities, etc.
3. Provide counselling and direct assistance whenever relevant.
4. Assist the migrants and refugees with all the necessary information in order to access relevant specialized care and/or administrative services when need be.
5. Coordinate with relevant authorities and civil society organizations and refer cases for further support.

6. Prepare documentation; leaflets and outreach messaging in collaboration with other IOM staff/as part of IOM mobile protection teams.
7. Follow up, based on case-management model, on the referral of the identified individuals.
8. In collaboration with the psychologists activate existing community support systems for supporting cases as need be.
9. Assist in coordinating the provision of care to all refugees and migrants in line with IOM standards.
10. Prepare case reports and coordinate activities as part of IOM teams.
11. Undertake duty travels as required.
12. Perform such other duties as may be assigned.

### ***Required Qualifications and Experience***

#### **Education:**

- Bachelor's degree in social sciences, law, or related field with three years of relevant professional experience; or
- High school degree with five years of relevant experience.

#### **Experience:**

- Work experience in humanitarian response field with a focus on the thematic area of Protection of forced displacement.
- Work experience in providing protection assistance services and counselling to vulnerable individuals including forced displaced people and victims of crimes.

#### **Skills:**

- Knowledge of migration- and protection-related subject areas, as dealt with by the Organization in Moldova
- Excellent communication and negotiation skills, personal commitment, efficiency, and flexibility.
- Good knowledge of social care system in Moldova as well as humanitarian response structure.
- Good level of computer literacy.
- Ability to work under pressure and difficult conditions.
- Experience in working in multi-cultural environment is preferred.

#### **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 1*

- 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.

### **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](https://civic.md/userfiles/attachments/14191/IOM_Personal_History_Form.xls) and cover letter in English to: [harchisinau@iom.int](mailto: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 **07 September 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 24.08.2023 to 07.09.2023