



International Organization for Migration (IOM)
The UN Migration Agency

OPEN TO INTERNAL AND EXTERNAL CANDIDATE

Reference No. : **VN/MZ10/2021/073**

Position Title : **National Project Officer (CRP) – 2 positions**

Duty Station : **Pemba, Mozambique**

Organizational Unit : **CRP**

Classification : **National Officer, Grade: NO-A**

Type of Appointment : **One Year Fixed Term, 1 (one) year with the possibility of extension.**

Report to : **Programme Officer (CRP)**

Estimated Start Date : **As soon as possible**

Closing Date : **29 December 2021**

IOM is committed to a diverse and inclusive environment. For the purpose of this vacancy, the following internal candidates who meet the eligibility criteria are considered as first-tier candidates:

- Internal candidates on regular or fixed-term contracts should meet the minimum time in post requirement of eighteen months or more at the time of the closing of the VN.
- The minimum time in post requirement is six months for such internal candidates who are incumbents of a position being advertised or confirmed for discontinuation.
- Internal candidates on short-term contracts should meet the minimum time in post requirement of six months or more at the time of the closing of the VN.

In addition, all applicants should meet eligibility requirements for languages, education and work experience requirements stipulated in the VN.

Context:

The International Organization for Migration (IOM), the UN Migration Agency is a dynamic and growing inter-governmental organization, with 172 member states. IOM is committed to the principle that “humane and orderly migration benefits migrants and society”. Established in 1951 and now active in over 440 field locations worldwide, IOM works with partners, government and civil society to promote international cooperation to address operational challenges of migration and mobility, assist in the search for practical solutions to migration problems, and to provide humanitarian assistance to migrants in need, including refugees and internally displaced people. IOM addresses the migratory phenomenon from an integral

and holistic perspective, including links to development, in order to maximize its benefits and minimize its negative effects.

IOM-Mozambique has an established Community Resilience and Peacebuilding (CRP) portfolio that strengthens the ability of communities to mitigate the negative effects of violent conflict. Activities in this portfolio build social cohesion through support to civil society, income generation activities, community-led infrastructure upgrades and support to the Government of Mozambique in implementing policies and strategies related to peace and stability. The activities are being implemented across multiple communities and districts and will require significant operational support.

Under the overall supervision of the CRP Programme Manager and direct supervision of the CRP Programme Officer, the incumbent will coordinate the implementation of the CRP portfolio, which will require significant travel.

Responsibilities and Accountabilities:

1. Assist in the coordination and monitoring of the operational, administrative and financial aspects of the project in accordance with IOM policies and practices as well as donor's requirements.
2. Keep the supervisor informed on the status of project implementation; identify gaps and suggest actions to improve implementation.
3. Participate in the development and adjustment of work plans, project budgets, Monitoring & Evaluation tools and standard operations procedures.
4. Coordinate the collection, verification and analysis of data and background information; update information management systems and social media platforms on project related activities including project awareness and visibility, summaries, press releases and other relevant materials.
5. Coordinate timely preparation and dissemination of project reports in accordance with IOM procedures and donor requirements.
6. Liaise and coordinate with donors, partners, United Nations agencies, local authorities and stakeholders and government counterparts.
7. Contribute to the planning, development, organization and delivery of capacity building activities targeting IOM staff, government and civil society partners, implementing partners and communities.
8. Attend relevant conferences, workshops, working groups, interagency coordination meetings, and other forums.
9. Participate in the preparation of project proposals and a diverse range of communication products, concept notes and other planning documents.
10. Supervise and provide training and technical guidance to project staff.
11. Undertake duty travel relating to project implementation, monitoring visits, project assessments, liaison with counterparts, etc.
12. Perform other related duties as required.

Required Qualifications and Experience

Education

- Master's degree from an accredited academic institution, preferably in Social Sciences, International Relations, Political Science, Communications, Information Management, or

- Bachelor's degree in above field with at least 2 (two) years of relevant professional experience.

Experience

- Experience in managing projects, preferably with an international organization
- Experience implementing humanitarian, development or peacebuilding, resilience, transition, or stabilization activities in conflict-affected areas is required;
- Experience implementing programming in the context of conflict is highly desirable;
- Experience in liaising with local governmental authorities is required;
- Strong knowledge of, and experience in, community engagement is required
- Knowledge with the Cabo Delgado context is required
- Understanding of how to apply risk management and conflict sensitivity in insecure, conflict-affected areas;
- Knowledge of Community Stabilization Programs is an advantage.

Skills

- Excellent communication, interpersonal and organizational skills in English and Portuguese is required
- Ability to write clearly and concisely in English and Portuguese is required. The candidate will be tested on this skillset.
- Demonstrated gender awareness and gender sensitivity;
- Ability to work effectively and harmoniously with colleagues from varied cultures and professional backgrounds
- Demonstrated proficiency in Microsoft Office applications, including Word and Excel, is required

Languages

Fluency in **English** and **Portuguese** both written and spoken is required. Knowledge of local languages of Cabo Delgado province is an advantage

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: 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.

Core Competencies – behavioural indicators

- 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

- 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 potential.
- Empowering others & building trust: creates an atmosphere of trust and an enabling environment where staff can contribute their best and develop their potential.
- Strategic thinking and vision: works strategically to realize the Organization's goals and communicates a clear strategic direction.

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, verification of Education certificate and security clearances.

How to apply:

Interested candidates are invited to submit their applications in **ENGLISH**, with:

- a) Cover letter, clearly specify suitability and availability date;
- b) Detailed *curriculum vitae*, including skype user ID, phone number, historical salary and minimum three referees (preferably former direct supervisors).

Please submit your application by email to iommbvacancies@iom.int , indicating your name and the reference code above **[Name, VN/MZ10/2021/073 – National Project Officer (CRP)]** as subject. The deadline for applications is **29 December 2021**.

Only applicant who meets the above qualification will be considered.

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.

Posting period:

From 15.12.2021 to 29.12.2021