

Position Title : **Project Officer (E-waste)**
Duty Station : **Kampala, Uganda**
Classification : **Professional Staff, Grade P2**
Type of Appointment : **Special short-term graded, 6 months with possibility of extension**
Estimated Start Date : **As soon as possible**
Closing Date : **24 April 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 work environment. Read more about diversity and inclusion at IOM at www.iom.int/diversity.

Applications are welcome from first- and second-tier candidates, particularly qualified female candidates as well as applications from the non-represented member countries of IOM. For all IOM vacancies, applications from qualified and eligible first-tier candidates are considered before those of qualified and eligible second-tier candidates in the selection process.

For the purpose of this vacancy, the following are considered first-tier candidates:

1. Internal candidates
2. Candidates from the following non-represented member states:
Antigua and Barbuda; Barbados; Botswana; Cabo Verde; Comoros; Congo (the); Cook Islands; Dominica; Fiji; Grenada; Guinea-Bissau; Holy See; Iceland; Kiribati; Lao People's Democratic Republic (the); Madagascar; Marshall Islands; Micronesia (Federated States of); Namibia; Nauru; Palau; Saint Kitts and Nevis; Sao Tome and Principe; Solomon Islands; Suriname; The Bahamas; Tonga; Tuvalu; Uzbekistan; Vanuatu

Second tier candidates include:

All external candidates, except candidates from non-represented member states.

Context:

Humanitarian agencies play a vital role in delivering essential life-saving services during crisis, which often involves the distribution of electronic products (e-products) to improve access to energy and communication. E-product distribution results in the generation of electronic waste (e-waste) once they reach their end of life. Displacement camps and settings where IOM operates face numerous unique challenges that hinder effective e-waste management, resulting in nearly all waste being managed informally, having negative impacts on human health and the environment. These challenges include limited access to repair centres, a shortage of necessary tools and spare parts for effective repairs, and harsh environmental conditions that contribute to the relatively short lifespan of e-products. Despite these obstacles, e-waste retains value within displacement settings. Households often sell e-waste to waste scrappers who extract useful components such as wires and batteries for charging other devices or for small-scale profit through repurposing at the camp level.

In response to the challenge of e-waste management in displacement settings, and its subsequent impact on human health and the environment, in 2019, Innovation Norway funded IOM to implement an innovation pilot aimed at creating a circular economy for e-waste through repair, recovery and recycling in displacement settings, thereby extending the lifespan of electronic products and reducing the cost of having to replace items to households as well as reducing the unsafe and environmentally harmful disposal of waste items. Due to the pilot's success, IOM has been granted further funding by Innovation Norway to transition the project to scale under the "E-waste Circular Economy Scale Project" ("the Project"). - E-waste - circular economy scale | Humanitarian Innovation Programme (innovationnorway.com). The Project's objective is to gather evidence, create a viable business model and establish partnerships with key e-waste stakeholders for potential full scaleup. It aims to build up on the findings of the pilot in Bidibidi, Uganda, and further develop the proof of concept, whilst conducting evidence-based contextual analysis, insight activities and small-scale prototyping in other potential camps.

The long-term goal is to catalyse a paradigm shift in e-waste management in displacement settings, transforming it from a linear, wasteful approach to a circular model. The project promotes repairability, recovery, recyclability, green employment and partnerships to empower internally displaced persons (IDPs), refugees and host communities' self-resilience, thus driving socio-economic development, and transforming them from aid recipients into self-reliant communities with multiple income streams. IOM is partnering with The University of Edinburgh, BRIGHT Products, Aceleron and Total Energies to deliver the project.

Under the overall supervision of the Chief of Mission (CoM) of IOM Uganda, with direct supervision of the Head of Programme and Policy Development and in close coordination with the relevant units at the mission level and headquarters, the Project Officer (E-waste) will coordinate and assist in managing various elements of the E-waste project. These elements may include planning, coordination, implementation, monitoring and evaluation, project-related public relations, budget management, donor meetings and reporting, coordination with project partners and engagement with relevant stakeholders including private sector and the Government of Uganda. Overall responsibility for the project is exercised by the Head of Programmes.

Core Functions / Responsibilities:

1. Provide technical, administrative and logistical support for the organization and implementation of a project inception workshop with all project partners, to be hosted in Nairobi or Kampala as soon as possible.
2. In close coordination with partners at the workshop, draft inputs to support the development of a comprehensive project plan that outlines activity, timelines, resource requirements, budgets and key deliverables.
3. Coordinate closely with the Global E-waste Task Force to facilitate the publishing and launching of a multi-agency document, the Toolkit for Creating a Circular Economy for E-waste in Displacement Settings.
4. Coordinate closely with relevant stakeholders, including national and local government agencies, the private sector and UN agencies, to facilitate the establishment of partnerships for the full scale of the project.
5. Recommend a mechanism for the payment of refugee field staff and/or monitor IOM's implementing partner particularly in relation to contracting and payments.
6. Work closely with project partners to support the establishment of new forms of e-waste collection, transportation and recycling, and sourcing of battery feedstocks.
7. Research avenues for selling recycled battery packs.

8. Supervise the focal point in Bidibidi.
9. Ensure the project is intentional about equality, diversity and inclusion by engaging with and supporting people of diverse genders and people with disabilities, facilitate representation and the inclusion of diverse groups in monitoring and evaluation and within different roles.
10. Check that a complaints and feedback mechanism is in place and that it is regularly monitored, and follow up on corrective actions as needed.
11. Monitor the project budget and risks, and recommend mitigation actions as needed.
12. Conduct site visits to monitor project implementation, and work to address issues or concerns promptly.
13. Work closely with the communications officer to collect stories and case studies, and facilitate the publishing of articles for the project's visibility at a global level.
14. Organise quarterly internal Project Advisory Board meetings with the project donor, Innovation Norway, and implement strategic recommendations. Draft and facilitate the submission of the final donor narrative and financial report.
15. Provide technical and process support to the University of Edinburgh for the collection of monitoring data as needed.
16. Stay informed about emerging technologies, regulations, and trends related to e-waste management, and facilitate the incorporation of relevant advancements in project strategies and activities.
17. Attend global conferences and events with project partners to help raise awareness for effective e-waste management in displacement settings.
18. Perform such other related duties as may be assigned.

Required Qualifications and Experience:

Education

- Master's degree in Environmental Science, Engineering, Project Management, Innovation or a related field from an accredited academic institution with two years of relevant professional experience; or,
- University degree in the above fields with four years of relevant professional experience.

Experience

- At least 2 years' (4 years for bachelor's degree holder) experience in innovation project management and/or implementation, particularly in the circular economy and field of environmental management or waste management in East Africa;
- Experience in working with public-private business models within the circular economy is an advantage; and,
- Practical experience of multi-tasking, prioritizing, and working independently.

Skills

- Excellent computer skills and a high level of proficiency in Microsoft Suite;
- Excellent writing, communication, and negotiation skills with the ability to convey complex information clearly and effectively;
- Excellent organizational skills, analytical and creative thinking;

- Excellent leadership and interpersonal skills, with the ability to effectively manage teams and foster collaboration among diverse stakeholders;
- Exceptional organisational and problem-solving abilities, with keen attention to detail;
- Knowledge of design software such as Canva or Adobe for developing advocacy documents is an advantage;
- Knowledge of UN/IOM regulations, policies, and procedures;
- Knowledge of project budgeting and financial management;
- Knowledge and experience in working with PRIMA is an advantage;
- Knowledge of e-waste management practices and regulations in East Africa is an advantage;
- Knowledge of different financing models such as carbon credits, public-private partnerships, and others, is an advantage; and,
- Proven ability to produce quality work according to set deadlines.

Languages

IOM's official languages are English, French, and Spanish. All staff members are required to be fluent in one of the three languages.

For this position, fluency in English is required (oral and written). Working knowledge of French is an advantage.

Proficiency of language(s) required will be specifically evaluated during the selection process, which may include written and/or oral assessments.

Notes

¹ Accredited Universities are the ones listed in the UNESCO World Higher Education Database (<https://whed.net/home.php>).

Required Competencies:

Values - all IOM staff members must abide by and demonstrate these five values:

- **Inclusion and respect for diversity:** Respects and promotes individual and cultural differences. Encourages diversity and inclusion.
- **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.
- **Courage:** Demonstrates willingness to take a stand on issues of importance.
- **Empathy:** Shows compassion for others, makes people feel safe, respected and fairly treated.

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 actions 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.

IOM's competency framework can be found at this link.

https://www.iom.int/sites/default/files/about-iom/iom_revised_competency_framework_external.pdf

Competencies will be assessed during a competency-based interview.

Other:

Internationally recruited professional staff are required to be mobile.

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

This selection process may be used to staff similar positions in various duty stations. Recommended candidates will remain eligible to be appointed in a similar position for a period of 24 months.

The list of NMS countries above includes all IOM Member States which are non-represented in the Professional Category of staff members. For this staff category, candidates who are nationals of the duty station's country cannot be considered eligible.

Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and background verification and security clearances. Subject to certain exemptions, vaccination against COVID-19 will in principle be required for individuals hired on or after 15 November 2021. This will be verified as part of the medical clearance process.

Vacancies close at 23:59 local time Geneva, Switzerland on the respective closing date. No late applications will be accepted.

How to apply:

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by 24 April 2024 at the latest, referring to this advertisement.

IOM only accepts duly completed applications submitted through the IOM e-Recruitment system. The online tool also allows candidates to track the status of their application.

Only shortlisted candidates will be contacted.

For further information please refer to: www.iom.int/recruitment

Posting period:

From 11.04.2024 to 24.04.2024

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.

Requisition: SVN 2024 106 Project Officer (E-waste) (P2) Kampala, Uganda (58780594) Released
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