

Position Title : **Programme Coordinator (DTM)**
Duty Station : **Bamako, Mali**
Classification : **Professional Staff, Grade P3**
Type of Appointment : **Fixed term, one year with possibility of extension**
Estimated Start Date : **As soon as possible**
Closing Date : **01 July 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; Fiji; 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; Samoa; Sao Tome and Principe; Solomon Islands; Suriname; The Bahamas; Tonga; Tuvalu; Vanuatu

Second tier candidates include:

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

Context:

In Mali, IOM established a presence in 1998 and contributes to strengthening the capacity of the Government of Mali to address migration challenges, and maximize the benefits of migration in particular with regard to: protection and assistance of vulnerable migrants, voluntary return and sustainable reintegration, awareness raising on the risk of irregular migration, counter trafficking, labour migration and development, migration and climate change, immigration and border management, community stabilization/cohesion, conflict prevention/resolution, technical support for policy development, data collection and analysis (Displacement Tracking Matrix (DTM), namely Flow Monitoring Points (FMPs), durable solutions and research). IOM enjoys strong partnership with the Government of Mali, UN agencies, humanitarian actors and civil society.

Under the overall supervision of Chief of Mission and direct supervision of the Programme and Liaison Coordinator, and in close coordination with the Regional Data Hub in Dakar, GDI (Global Data Institute) in Headquarters (HQ) and relevant IOM Mali Country Office's (CO) thematic

units, the Programme Coordinator for DTM will be responsible for coordinating and managing all aspects of the DTM Programme in the CO and will ensure that timely, actionable and high quality information is produced and shared with CO's senior management, partners, sector leads and presented at coordination fora for decision making and prioritization of programme activities across the Humanitarian – Peacebuilding – Development (HDP) Nexus.

Core Functions / Responsibilities:

1. Coordinate and manage the Displacement Tracking Matrix (DTM) Programme, including emergency related tracking and monitoring of internally displaced persons (IDPs) and returnees in Mali. Coordinate with neighbouring countries to support cross border implementation of DTM activities.
2. Develop the DTM strategy and mechanisms in Mali to support both humanitarian response and transition and ensure its relevance as the situation evolves.
3. Monitor and oversee the implementation of the DTM portfolio in Mali according to the global DTM methodology including, but not limited, to Biometric Registration and Verification, Flow Monitoring, Mobility Tracking, Intentions Surveys and other ad-hoc thematic Surveys ensuring proper adaptation to the context.
4. Supervise and manage the work of DTM Unit staff, monitor activities to ensure quality control and adherence to the methodology and the timeframe. Ensure the methodology design, development and adaptation of tools and provide timely analysis of available data and produce regular reports, guidelines, lessons learnt, and other information outputs of DTM results for dissemination to CO's units, government counterparts and humanitarian partners.
5. Coordinate field data collection through field enumeration teams and the information management operations including through the database and the Geographical Information System (GIS) teams. Supervise the correlation of data collected to facilitate the mapping and analysis of displacement and return data for all the relevant programmes in the CO.
6. Coordinate and manage the design and implementation of assessments and thematic surveys as per programme needs in coordination with the relevant internal and external entity, promote their dissemination and usage among humanitarian and governmental stakeholders.
7. Develop, coordinate, and deliver trainings on methodology and operations CO staff, operational partners, NGOs, and government authorities.
8. Ensure the integration of cross cutting and mainstreaming issues including on disability inclusion, protection mainstreaming, accountability to affected populations (AAP), gender perspectives and attention to specific women/girl's and children's rights issues (vulnerable groups) within DTM activities.
9. Ensure the integration of IOM's data protection principles and best practices on humanitarian data protection and ethical use of data across all DTM data management, sharing and dissemination activities. Bring issues of non-compliance to the attention of the supervisor.
10. Collaborate closely with IOM programme units, the Malian Government and humanitarian and transition partners to optimize the use, relevance and impact of DTM, particularly in relation to rapid response missions, programme planning and linkages to transition programming, including integration of protection and cross- cutting indicators.
11. Manage supply chain and administrative arrangements for DTM implementation and reporting; ensure constant updates to work plans, expenditures, and budget allocations. Provide information and support with arrangements required for the recruitment of Programme staff and service providers.

12. Develop and maintain operational partnerships with authorities, service providers, agencies, and NGO partners for the proper implementation of DTM activities at all levels. Support relationship-building/enhancement with UN agencies, clusters and inter-cluster bodies, international NGOs, and others for improving the quality and relevance of information analysis.

13. Participate in relevant meetings and undertake duty travel relating to project/programme assessment, liaison with counterparts, problem solving, negotiations with donors, fundraising and development of new projects/programmes.

14. Substantively contribute to resource mobilization for DTM programming and ensure donor reporting requirements are met.

15. Perform such other duties as may be assigned.

Required Qualifications and Experience:

Education

- Master's degree in International Relations, Political Science, Computer Sciences, Information Management, or a related field from an accredited academic institution with five years of relevant professional experience; or,
- University degree in the above fields with seven years of relevant professional experience.

Experience

- Previous experience with displacement tracking and monitoring, capacity building and Information Management is a requirement;
- Experience in project development, management, implementation, coordination, monitoring, and evaluation;
- Experience in Information Management or Disaster Risk management;
- Experience in the development and implementation of population databases is a distinct advantage;
- Working experience in the region is an asset;
- Experience in the field of emergency response and humanitarian assistance and the implementation of early recovery activities; and,
- Experience at the international level with specialized international agencies (UN agencies, international organizations, and international specialized NGOs) and in complex humanitarian operations.

Skills

- Ability to work with staff from different backgrounds and in multi-component programmes;
- Strong interpersonal and communication skills including relationship management, influencing skills, networking;
- Strategic planning, research, and analysis;
- Leading and communication, including diplomacy, public speaking;
- Collaborating and partnering, including ability to work with diverse range of actors, including agencies, INGOs and NGOs, and donors and civil society;
- Managing quality services including excellent computer skills, meeting targets under tight deadlines;
- Strong management and coordination skills and experience in humanitarian and transition settings;
- Knowledge of UN, IOM, international organizations and NGOs mandates and programmes in the area of humanitarian assistance to IDPs and conflict affected populations;
- Knowledge of SQL Server Database, SPSS, Open Data Kit (ODK), Kobo Collect applications; and,
- Knowledge of BRaVe is an advantage.

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 and French is required (oral and written).

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 endorsed by the Appointments and Postings Board 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 01 July 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 18.06.2024 to 01.07.2024

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: VN 2024 352 Programme Coordinator (DTM) (P3) Bamako, Mali (58936249) Released
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