

Position Title : **Migration and Development Head**
Duty Station : **Dhaka, Bangladesh**
Classification : **Professional Staff, Grade P3**
Type of Appointment : **Special short-term graded, six months with possibility of extension**
Estimated Start Date : **As soon as possible**
Closing Date : **20 July 2022**

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; Aruba (Netherlands); Botswana; Cabo Verde; Comoros; Congo (the); Cook Islands; Cuba; Curaçao; Fiji; Grenada; Guinea-Bissau; Guyana; Holy See; Iceland; Kingdom of Eswatini; Kiribati; Lao People's Democratic Republic (the); Latvia; Libya; Madagascar; Marshall Islands; Micronesia (Federated States of); Montenegro; Namibia; Nauru; Palau; Saint Kitts and Nevis; Saint Lucia; Saint Vincent and the Grenadines; Samoa; Sao Tome and Principe; Seychelles; Solomon Islands; Suriname; The Bahamas; Timor-Leste; Tonga; Tuvalu; Vanuatu

Second tier candidates include:

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

Context:

Under the overall supervision of the Chief of Mission (CoM) and direct supervision of the Senior Programme Manager/Deputy Chief of Mission (Development) of the International Organization for Migration (IOM), Bangladesh, the Migration and Development Head will oversee and ensure effective management and implementation initiatives supporting sustainable reintegration and migration governance.

Core Functions / Responsibilities:

1. Provide necessary technical assistance focusing on areas of reintegration support, improving

migration services and promoting migration governance in collaboration with relevant government counterparts and implementing partner/s.

2. Coordinate and liaise with the implementing partner/s on identification of job placements and business opportunities supporting reintegration in the target districts for returnee migrants.

3. Monitor and guide the implementation of individual, community or collective economic reintegration support and community enterprises.

4. Ensure that linkages with government, private sector, United Nations (UN) agencies, International Non-Governmental Organization (INGOs) and established and/ or strengthened.

5. Support the strengthening of a functioning referral system in coordination with implementing partners to facilitate effective and sustainable reintegration of returnees.

6. Work with private sector and service providers (for example District Manpower and Employment Office (DEMOs)) to set up a sustainable migration information and support cell for migrants.

7. Oversee and advise on the implementation of behaviour change communication activities at national and local levels by building synergies and partnerships with Government counterparts, business community, civil society, UN and INGOs partners.

8. Lead on initiating and carrying out surveys on labour migration, remittance management and financial literacy interventions.

9. Monitor and guide the team on developing technical and operational guidelines and tools promoting capacity building of stakeholders focusing on improved financial literacy, remittance management, pre- departure and pre-employment orientation for migrants.

10. Provide support in closely monitoring and ensuring effective implementation of project activities with coordination amongst the various interventions supporting reintegration and improved migration governance.

11. Ensure proper documentation and reporting of the project activities.

12. Closely monitor the financial management for the project and supervise the preparation of financial reports.

13. Prepare interim and final reports in coordination with the Senior Programme Manager, Resource Management Unit (RMU) and the Country Office (CO) Support Unit.

14. Undertake travel duties as required providing technical guidance to project staff, implementing partner/s and relevant government counterparts and compile field monitoring reports highlighting implementation challenges and solutions.

15. Ensure that all aspect of project design and implementation are gender inclusive, and vulnerable groups are considered.

16. Utilize lessons learnt from past activities, experiences from other Communes, and beneficiary feedback to revise strategies and action plans accordingly.

17. Oversee the development of project proposals, project updates, fact sheets and any other written documentation in a timely manner and in line with IOM and donor formats.

18. Provide input and guidance on developing relevant visibility material.

19. In coordination with the supervisor, represent IOM at relevant meetings, events, discussion fora etc.

20. Perform such other duties as may be assigned.

Required Qualifications and Experience:

Education

- Master's Degree in Political or Social Science, Business Administration, Public Administration, International Relations, Economics 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

- Experience in programme management, technical assistance capacity building and awareness raising initiatives is required;
- Experience in managing projects on labour migration, migration and development, livelihoods development, job creation, or skills recognition in a developing country is required;
- Specific professional experience on reintegration and migration and development;
- Experience in project formulation and implementation of national and regional projects; and,
- Experience in liaising with governmental authorities, and with other national and international institutions.

Skills

- Knowledge of European Commission procedures is an asset.
- Familiarity with the region is an asset.
- In depth knowledge of the broad range of migration related subject areas dealt with by the Organization; and,
- Knowledge of UN and bilateral donor programming.

Languages

IOM's official languages are English, French, and Spanish.

External applicants for all positions in the Professional category are required to be proficient in English and have at least a working knowledge of one additional UN Language (French, Spanish, Arabic, Russian or Chinese).

For all applicants, fluency in English is required (oral and written). Working knowledge of French, Spanish and/or any UN official language.

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 three 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 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 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.

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 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 20 July 2022 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 14.07.2022 to 20.07.2022

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 2022 199 Migration and Development Head (P3) Dhaka, Bangladesh (57669759)

Released

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