

Position Title : **Programme Officer (EPC Grants CCCM)**
Duty Station : **Addis Ababa, Ethiopia**
Classification : **Professional Staff, Grade P2**
Type of Appointment : **Special short-term graded, nine months with possibility of extension**
Estimated Start Date : **As soon as possible**
Closing Date : **05 July 2023**

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; Kingdom of Eswatini; Kiribati; Lao People's Democratic Republic (the); Madagascar; Marshall Islands; Micronesia (Federated States of); Namibia; Nauru; Palau; Saint Kitts and Nevis; Saint Lucia; Seychelles; Solomon Islands; Suriname; The Bahamas; Timor-Leste; Tonga; Tuvalu; Uzbekistan; Vanuatu

Second tier candidates include:

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

Context:

Under the overall supervision of the Emergency & Post Crisis Programme Coordinator and the direct supervision of the Programme Manager (EPC Grants), the successful candidate will be responsible for helping ensure that the Camp Coordination and Camp Management (CCCM) Implementing Partners' capacity for implementation meets the needs of the affected populations per grant activities.

Core Functions / Responsibilities:

1. Provide guidance and support to the CCCM Staff of IOM/Rapid Response Fund (RRF)

implementing partners through coaching on various CCCM technical and practical approaches, methodologies, tools and guidance to facilitate effective CCCM response to displaced communities, with focus also on Gender, Disability and Inclusion especially women and marginalised groups within the displaced

2. Provide guidance and support to the implementing partners for them to better understand the various activities within the four strategic response pillars of the cluster including, among others, the tools needed to implement the program, to gather, analyze and disseminate information efficiently and effectively.

3. Provide guidance and support on practical steps on how to improve the participation of the Internally displaced people (IDPs), how to better engage IDPs in community self - governance structures and on how to ensure that mechanisms encourage balanced representation from the IDPs and on how to be engaged in the pursuit of a suitable durable solutions of their choice. This also includes technical guidance on the proper set up and management of Complaints and Feedback Mechanism (CFM) in the camp in collaboration with relevant service providers for possible quick turn around and/or closure of referrals

4. Develop better skills and gain wider knowledge and understanding of CCCM through in house formal and informal capacity building activities that would thereafter allow them to build the capacity of, in return, the IDPs and other relevant partners.

5. Guide the partner/s on how to set up and facilitate camp level coordination structures for service providers and IDPs alike in support of the local authorities there inclusive of the Information Management (IM) tools and products for intended specific purposes in close linkage with Displacement Tracking Matrix (DTM) and other local level coordination mechanism. This entails close collaboration with IOM DTM team, inter-cluster fora and local authorities and actors and CCCM field teams to establish and maintain up to date camp population and demographic databases that reflect births, deaths, arrivals, departures and other fluctuations in the population

6. Guide / Train implementing partners on how to conduct regular field level staff site monitoring, service mapping, information management and dissemination to stakeholders of lifesaving information on key humanitarian needs and gaps in their area of responsibility This would also entail guidance and information on the identification and formalization of roles and responsibilities between agencies who are regularly providing services in the camps as a crucial function to addressing gaps and helping to avoid misunderstandings and/or duplications.

7. Train and Guide implementing partners team on how to produce regular reports and products regarding the implementation of the CCCM activities

8. Train / Guide implementing partners on Contingency Planning, Project Cycle Management (PCM), Reporting and to some extent, on proposal writing

9. Be willing to deploy to hardship locations and to undertake duty travel to deep field locations to ensure guidance is provided to implementing partners towards a smooth implementation of their CCCM programming

10. Perform such other duties as may be assigned.

Required Qualifications and Experience:

Education

- Master's degree in social sciences, health sciences, law, business, 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

- Experience in Camp Coordination and Camp Management (CCCM)
- Experience in working with Implementing Partners,
- Experience providing training through “classroom” and on the job methods
- Experience working with CCCM Implementing Partners in Ethiopia an advantage

Skills

- In depth knowledge of Camp Coordination and Camp Management guidance and tools,
- Knowledge of working with Implementing Partners.
- Knowledge of Camp Coordination and Camp Management information management.
- Knowledge of working in Ethiopia an advantage

Languages

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

For this position, fluency in English is required (oral and written). Working knowledge of Amharic or other local language in Ethiopia 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 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 05 July 2023 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 22.06.2023 to 05.07.2023

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 2023 212 Programme Officer (EPC Grants CCCM) (P2) Addis Ababa, Ethiopia
(58214225) Released

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