Organization or Agency: International Organization for Migration (IOM)  
Position Title: Project Officer  
Organizational Unit: Return and Recovery Unit  
Duty Station: Basra - Iraq  
Type of Contract: Sub-Contract to Stars & Orbit  
Grade: International equivalent to P2  
Duration of Appointment: Six (6) months, with possibility of extension subject to satisfactory performance and funds availability  
Closing Date: 16th April 2020  
Reference Code: CFA2020/IRQ/098

Context

IOM is a major actor in post-conflict recovery and reconstruction. Following the end of hostilities against ISIS, the return of millions of Iraqis is threatened by the large presence of harsh conditions in areas of return. The work of Return and Recovery Unit (RRU) within IOM Iraq is to remove the obstacles to durable solutions the displaced population, support returnees in Iraq’s conflict affected areas and lay the foundation for longer-term recovery, economic development and reconstruction in general.

Under the general guidance of the Chief of Mission (CoM), overall supervision of the Head, Return and Recovery Unit and the direct supervision of the Return and Recovery Programme Coordinator, the successful candidate will work closely with the management and programme staff to support the implementation of project activities, including internal coordination, representation, reporting and other programme management and coordination functions.

Core Functions / Responsibilities

1. Assist in the implementation of all operational activities in the governorates within the Area of Responsibility, including Community Revitalization Program (CRP), among other projects as assigned.
2. Support field-based teams in the identification of locations, projects, and beneficiaries within the Area of Responsibility by conducting field visits with relevant team members and community structures in order to assess the needs of communities, report on existing and planned interventions and resources, and analyze the desired impact of project activities;
3. Support the review of reports and analysis on return areas in order to conduct rapid assessments and activity implementation based on return trends.
4. Assist management in ensuring that responsibilities are carried out effectively and efficiently by field-based teams, reporting any substantiated staff performance concerns and recommendations for improvement or corrective action.
5. Pro-actively offer suggestions and advice to management regarding improvements in implementation and procedures and initiate such improvements as requested.
6. Assist in the recording and documentation of field activities to provide information to support units within IOM related to donor liaison, project development, and public information/press outreach.
7. Perform such other duties as may be assigned.

IOM is committed to a diverse and inclusive environment. Applications from qualified female candidates are especially encouraged, as well as the internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, the internal candidates are considered as first-tier candidates.
Required Qualifications

Education:

- Master’s degree in Political or Social Sciences, Business Administration, International Relations, Migration Studies, Law or 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 and Skills

- Experience in project development, management and reporting.
- Experience in emergency and post-crisis environments, community mobilization, humanitarian and recovery assistance, human rights.
- Knowledge of UN, IOM and NGO mandates and programmes in the humanitarian response, IDPs, post-conflict environment and development.
- Willing to travel in the country as required.

Languages:

- Fluency in English is required.
- Knowledge of Arabic language is an advantage.

Behavioral Competencies

- Work prioritization and ability to multitask.
- Shares knowledge and experience.
- Positive, constructive attitude.
- Ability to work and act under pressure with discretion in politically sensitive environment with a minimum of comfort.
- Responds positively to critical feedback and differing points of view.
- Ready to work independently, under tight deadlines.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Ability to work in a multi-cultural team environment with a positive attitude.
- Highest standards of integrity, discretion and loyalty.
- Strives for supportive working environment and positive working relationship.
- Focuses on result for the client and responds positively to feedback.
- Creates a respectful office environment free of harassment, retaliation, and promotes the prevention of sexual exploitation and abuse (PSEA).

IOM IN/234 - Policy and Procedures for Preventing and Responding to Sexual Exploitation and Abuse

IOM has a policy of zero tolerance of sexual exploitation and abuse (SEA) by IOM staff members and the employees or any other persons engaged and controlled by IOM Contractors. The staff members and all contract type holders shall protect against and prevent sexual exploitation and abuse (PSEA).

How to apply:

Interested candidates are invited to submit their applications via this link: https://iraq.iom.int/jobs/project-officer-0

In order for an application to be considered valid, IOM only accepts online profiles duly completed. Only shortlisted candidates will be contacted.

Posting period:
From: 02.04.2020 to 16.04.2020