Organization or Agency: International Organization for Migration (IOM)
Position Title: Mobile Team Member
Organizational Unit: Returns & Recovery Unit
Duty Station: Anbar (Falluja)- Iraq
Type of Contract: Sub-Contract to Stars & Orbit
Grade: Equivalent to G4
Duration of Appointment: Six (6) months, with possibility of extension subject to satisfactory performance and funds availability
Closing Date: 11th March 2020
Reference Code: CFA2020/IRQ/061

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.

Context
Under the general guidance of the Head, Return and Recovery unit, overall supervision of the CRC Project Officer, direct supervision of Center Administrator and administrative supervision of the Field Office Coordinator. The mobile team member will perform the following duties:

Core Functions / Responsibilities

1. Lead the community focal points network under CRCs through developing weekly workplans, compile information in the bi-weekly contextual analysis reports, and identify areas of focus for key messages, activities selection and awareness raising topics.
2. Identify displacement trends and patterns and provide feedback to the CRC administrator and CRC project officer to update the coverage area.
3. Ensure access to information is available to all groups within communities (women, men, children and vulnerable groups) and raise information needs to CRC teams, clusters and other actors as required to complete feedback loop.
4. Support CRC programme teams in context analysis and community-specific priorities (via FDG meetings, discussions, surveys).
5. Mapping of service providers within the CRC area coverage to update the database and use for the delivery of the services.
6. Conduct information meetings with communities, outlining the objectives of the CRCs and services provided within the community.
7. Relationship building with governmental and community stakeholders in the sites of coverage.
8. Assist with any other duties as deemed necessary by the supervisor(s).
**Required Qualifications**

**Education:**

- Bachelor’s degree in sociology, humanities, development, other relevant social sciences, information (and communication) technology (IT/ICT) - advanced university degree is highly desirable.

**Experience and Skills**

- 2 years of relevant field experience.
- Experience in communicating and working with a wide range of people, including people of culturally diverse backgrounds.
- Experience working in development or humanitarian programming (specifically in International or National NGO/UN) is an asset.
- Experience in project coordination is an asset.
- Excellent organizational, communication, coordination and time-management skills.
- High ability to interpret, analyze, and synthesize information in a fast-paced environment.
- Ability to productively work under pressure and circumstances of insecurity.
- Excellent reporting skills, reliability, flexibility, commitment and patience.
- Ability to gain trust and build relationships with co-workers, communities and authorities.
- Demonstrated gender awareness and gender sensitivity.
- Proficiency in office applications, including Word, Excel and Internet Explorer.
- Must be from / live in governorate of operation.
- Excellent communication, interpersonal and organizational skills.
- Strong interpersonal skills and capacity to motivate and engage with all group.
- Ability to draft clearly and concisely.
- Ability to work effectively and harmoniously with colleagues from varied cultures and professional backgrounds.
- Ability to work under pressure.
- Personal commitment, efficiency, flexibility and drive for results.

**Languages:**

- Fluent in both Arabic and English is must (both written and spoken).

**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).

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**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/mobile-team-member-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: 26.02.2020 to 11.03.2020