



Organization or Agency: **International Organization for Migration (IOM)**  
Position Title: **Area Coordinator**  
Organizational Unit: **Community Stabilization Unit (CSU)**  
Duty Station: **Salah Al-Din (Shirqat) - Iraq**  
Type of Contract: **Sub-Contract to Stars & Orbit**  
Grade: **Equivalent to G6**  
Duration of Appointment: **Six (6) Months, with possibility of extension subject to satisfactory performance and funds availability**  
Closing Date: **11<sup>th</sup> June 2020**  
Reference Code: **CFA2020/IRQ/184**

*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 Chief of Mission (CoM), overall supervision of the Head, Community Stabilization Unit (CSU), the administrative supervision of the Head of Sub Office and the direct supervision of the CSU Project Officer in close coordination with the Field Coordinator, the candidate will be responsible for the management of community stabilization unit projects in the governorate and for the coordination and implementation of community stabilization and reintegration programming in the Governorate, including social cohesion, reintegration, protection, and mental health and psychosocial activities, as well as management of the community stabilization team in the Governorate.

### Core Functions / Responsibilities

1. Technical management, coordination and supervision of community stabilization and reintegration team in the governorate, ensuring timely and effective execution of project's activities and operational plans, as well as efficient, transparent, and accountable use of allocated funding.
2. Promote partnership and close coordination with local and governorate-level authorities, reintegration stakeholders and local community leadership networks; ensures appropriate mechanisms to facilitate collaboration and exchange of information.
3. Coordinate and carry out needs and community mapping assessments, support research projects, and provide input to the development of strategies to promote psychosocial wellbeing and social cohesion within communities within the governorate.
4. Facilitate district and community level discussions, consultations, and dialogue sessions with authorities, leaders, and community members (including groups such as stayees, returnees, and IDPs).
5. Facilitate and support local advocacy initiatives on issues impacting return needs; drafts and prepares regular situation papers and documents highlighting relevant operational factors affecting return response efforts.
6. Lead organization efforts to support development, drafting, and implementation of local return and reintegration agreements.
7. Lead community stabilization unit coordination and participation in relevant governorate level working groups, clusters and interagency meetings and discussions. Lead community stabilization unit field level coordination with other IOM units on activities implemented in the governorate.
8. Oversee capacity building of civil society organizations, including local NGOs, women's and youth associations, providing coaching, and support with networking.

9. Support the maintenance of project documentation and information, including the preparation of Arabic and English translations of technical documents.
10. In accordance with structured monthly reporting requirements and informal reporting needs, prepare clear and concise reports on all activities undertaken.
11. Participate in the continuous monitoring and evaluation of the programme and in the logistical elaboration of the programmatic phases of intervention.
12. Perform such other duties as may be assigned by the Head of Unit and Stabilization Programme Officers.

## **Required Qualifications**

### ***Education:***

- Bachelor's Degree from an accredited academic university or institute in a relevant field including Sociology, Political Science, Economic, Education. Other degrees may be considered with appropriate work experience.
- Post-graduate studies in Education, Human Resources, Psychology, Sociology, and/or Political Science is an advantage.

### ***Experience and Skills***

- a) Minimum 4 years of relevant field experience.
- b) Experience in communicating and working with a wide range of people including people of culturally diverse backgrounds.
- c) Experience in social work, psychological support, protection, and social cohesion activities is an advantage.
- d) Experience in supporting and collaborating with community service organizations and grassroots NGOs is an asset.

### ***Languages:***

- Fluency in English and Arabic is required.
- Working knowledge of other local languages 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:**

**While this vacancy is open to both Internals and Externals, priority shall be given to qualified Internal applicants.**

Interested candidates are invited to submit their applications via this link:

<https://iraq.iom.int/jobs/area-coordinator-2>

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: 28.05.2020 to 11.06.2020