



Organization or Agency: **International Organization for Migration (IOM)**  
Position Title: **Community Focal Point**  
Organizational Unit: **Community Stabilization Unit**  
Duty Station: **Basra-Iraq**  
Type of Contract: **Sub-Contract to Stars & Orbit (Part time 20 hours/week)**  
Grade: **Ungraded**  
Duration of Appointment: **Three (3) months, with possibility of extension subject to satisfactory performance and funds availability**  
Closing Date: **22<sup>nd</sup> October 2020**  
Reference Code: **CFA2020/IRQ/295**

*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/Reporting line:**

In the framework of the project “Contributing to Ongoing Stabilization Efforts in Iraq by Preventing and Reducing Violence in Communities at Risk, Under the general guidance of the Program Officer of the Community Stabilization Unit, the overall supervision of the Community Stabilization National Officer and the direct supervision of Area Coordinator, the successful candidates will be responsible for the following duties:

#### **Core Functions / Responsibilities**

- 1- Support in collecting data & identifying the vulnerable beneficiaries, trainers and local CSO's.
- 2- Supporting the implementation of activities and trainings.
- 3- Support the community mapping and conflict assessment activities.
- 4- Facilitating meeting with local CSO's, youth networks and other actors.
- 5- Facilitate icebreakers, energizers and structured trainings.
- 6- Lead on the announcement of activities and public events.
- 7- Develop a weekly plan along with the staff.
- 8- Participate effectively in internal coordination meetings.
- 9- Provide feedback and suggestions to the Area Coordinator.
- 10- Provide logistic support for beneficiaries, trainers and staff when needed.
- 11- Document the activities by photos and notes.
- 12- Coordinate with local CSO's and local community for joint activities and collaboration.
- 13- Facilitate roundtable discussions with participants in IOM trainings and IOM-staff for the review and validation of the trainings content.
- 14- Deliver reports at the end of each activity with recommendations.
- 15- Ensure that confidentiality and the right to privacy is maintained with regard to confidential information.

#### **Required Qualifications**

##### ***Education:***

- Bachelor's degree in social or Political Science or related field from an accredited university or institution.

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

- Minimum 1 year of experience working in the humanitarian or development sector, of which at least 1 year involves mental health, psychosocial support, social cohesion and capacity building programs.
- Experience in communicating and working with Basra community including people of culturally diverse backgrounds.
- appropriate field experiences, with excellent communication, presentation and interpersonal skills.

### ***Languages:***

- Fluency in Arabic is required.
- Good knowledge of English is preferable.

### ***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.
- 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://vacancies.my-soc.org/apply.php?job=20201015103551&token=PDMmWJU24OB6LCGe7kdjuHbqa>

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: 15.10.2020 to: 22.10.2020