



International Organization for Migration (IOM)

The UN Migration Agency

## VN 2023 / 001

### Open to Internal and External Candidates

Position Title : **National Programme Officer - Protection and Assistance to Vulnerable Migrants**  
Duty Station : **Rabat, Morocco**  
Classification : **NOB**  
Type of Appointment : **Fixed term, one year with possibility of extension**  
Estimated Start Date : **As soon as possible**

Closing Date : **August 23<sup>rd</sup>, 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 has been present in Morocco since 2001, and opened the mission in Rabat in 2007.*

IOM is committed to a diverse and inclusive environment. Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

#### **Context:**

Under the overall supervision of the Chief of Mission and Head of Programmes in Morocco, and direct supervision of the Protection Officer; and, in collaboration with relevant units within the mission, the Programme Manager – Protection and assistance to vulnerable migrants, will be responsible and accountable for the coordination, implementation and overall supervision of the protection and assistance to vulnerable migrants programming.

S/he will ensure supervision of all related initiatives, encourage synergies among projects, compliance with administrative and programmatic procedures in coordinating project activities, monitoring financial budgets and communicating with IOM's partners and key stakeholders.

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

1. Manage the country office projects related to the protection and assistance to vulnerable migrants, including the planning, coordination and implementation of all technical programming, monitoring the effective implementation and financial expenditures, the preparation of required reports and quality of deliverables and

- services, and the conduct of monitoring and evaluation activities, according to donor commitments and IOM institutional policies, guidance and tools.
2. Develop communication material related to protection and assistance to vulnerable migrants and deliver trainings and awareness raising sessions to partners on related topics, including but not limited to identification and protection of vulnerable migrants, PSEA, gender equality, case management, human rights, national and international laws on migration.
  3. Act as focal point, in close coordination with the Protection Officer, for new project development related to the protection and assistance to vulnerable migrants and liaise with donors and potential donors as relevant.
  4. Liaise and collaborate closely, maintain positive relations and establish partnerships with identified national and international stakeholders and partners in the protection and humanitarian assistance sector, and improve awareness of related issues among IOM staff, authorities, national and international civil society organizations, the United Nations system, diplomatic missions, media actors and other relevant stakeholders, including by developing advocacy initiatives and representing IOM in international and national events in this programmatic area.
  5. In particular, act as focal point for inter-agency coordination, notably with UNHCR, UNICEF, UNFPA, ILO or UNODC, both for the coordination of specific joint projects and activities, and for maintaining an ongoing dialogue around strengthening links between agencies, including joint advocacy and activities; act as focal point in relevant coordination groups related to the protection and assistance to vulnerable migrants, and contribute to the establishment and/or operationalization as needed.
  6. Supervise and oversee the work of the protection and assistance sub-unit, conduct staff performance appraisal using the IOM Performance Appraisal System (PAS), identify and respond to training needs of staff, and develop and deliver professional in-house trainings as required.
  7. Keep updated with policies and strategies related to protection and assistance to vulnerable migrant issues and foster a rights-based approach programming, promoting pilot sustainable solutions for targeted groups in vulnerable situations, and contribute to mission strategic orientations on related topics.
  8. Undertake duty travel as required, for project site review and other duties of concern to the project activities.
  9. Perform such other duties in link to protection of vulnerable populations in general, but also to other strategic and priority areas of the mission as required.

## ***Required Qualifications and Experience***

### **Education**

- Master's degree in international law, Social Sciences, Politics, International relations 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**

- Solid experience on project development, management, implementation, monitoring and reporting.
- Experience on migrant's protection, specifically on the coordinated provision of assistance.
- Experience with team management and supervision.
- Experience in designing and delivering trainings.

## **Skills**

- In depth knowledge of migrant protection related subject areas dealt with by the Organization;
- Excellent organization, time management, analytical and problem solving skills;
- Communication and presentation skills.
- Strong coordination and representation skills.
- Knowledge and experience in working with PRIMA and PRISM is an advantage.
- Knowledge of project budgeting and financial management.
- Computer skills, especially in MS Office applications such as MS Word, MS Excel, MS PowerPoint, MS Teams and web related tools.

## **Languages**

For all applicants, fluency in French and English is required (oral and written). Working knowledge of Arabic is an advantage.

## ***Required Competencies***

### **Values**

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- 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.

### **Core Competencies – behavioural indicators *level 1***

- 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 action and delegated work.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

## ***Other***

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment and verification of residency, visa and authorizations by the concerned Government, where applicable.

Only candidates residing in either the country of the duty station or from a location in a neighbouring country that is within commuting distance of the duty station will be considered. In all cases, a prerequisite for taking up the position is legal residency in the country of the duty station, or in the neighbouring country located within commuting distance, and work permit, as applicable.

## ***How to apply:***

Interested candidates are invited to submit their applications (CV/Resume + Cover Letter + 2 referees "current and previous direct supervisors") to [aimrecrute@iom.int](mailto:aimrecrute@iom.int), by August 23<sup>rd</sup>, 2023 at the latest, referring to this advertisement. The application email subject should be «**National Programme Officer - Protection and Assistance to Vulnerable Migrants**».

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 09.08.2023 to 23.08.2023