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 is committed to a diverse and inclusive work environment. Read more about diversity and inclusion at IOM at www.iom.int/diversity.

Applications are welcome from first- and second-tier candidates, particularly qualified female candidates as well as applications from the non-represented member countries of IOM. For all IOM vacancies, applications from qualified and eligible first-tier candidates are considered before those of qualified and eligible second-tier candidates in the selection process.

For the purpose of this vacancy, the following are considered first-tier candidates:

1. Internal candidates
2. Candidates from the following non-represented member states:
   Antigua and Barbuda; Cabo Verde; Comoros; Cook Islands; Cuba; Djibouti; El Salvador; Fiji; Gabon; Grenada; Guinea-Bissau; Guyana; Holy See; Iceland; Kingdom of Eswatini; Kiribati; Lao People's Democratic Republic (the); Latvia; Libya; Marshall Islands; Micronesia (Federated States of); Montenegro; Namibia; Nauru; Palau; Papua New Guinea; Saint Kitts and Nevis; Saint Lucia; Saint Vincent and the Grenadines; Sao Tome and Principe; Seychelles; Solomon Islands; Suriname; The Bahamas; Timor-Leste; Tonga; Tuvalu; Vanuatu

Second tier candidates include:

All external candidates, except candidates from non-represented member states.

Context:

This position falls under the Migration & Development Unit within the Labour Mobility and Human Development Division of the Department of Migration Management in IOM Headquarters (HQ) in Geneva.

Under the direct supervision of the Head of Migration & Development Unit, the successful candidate will provide his/her expertise to contribute in ensuring that IOM is equipped with the necessary resources, partnerships, processes, and coordination mechanisms to successfully deliver on the implementation of the Institutional Strategy on Migration and Sustainable Development.

The Institutional Strategy on Migration and Sustainable Development (henceforth, “Strategy”) is
the organization’s first ever migration and sustainable development strategy. It was developed in response to the evolving global discourse on migration and development and changes to the international architecture in which IOM operates, including IOM’s entry into the UN System and the subsequent implications of this action. Within this context, IOM faces new and renewed responsibilities to work in partnership across the United Nations development system and beyond to maximize the potential of migration for the achievement of sustainable development outcomes.

The Strategy will guide the organization’s approach to meet this mandate and ensure that migration can be leveraged for sustainable development. The Strategy flows from IOM’s Strategic Vision which recognizes that sustainable development is an important dimension to achieve the Vision’s three strategic priorities – resilience, mobility and governance – and reinforces the Vision’s commitment to ensuring that institutional activities are closely coordinated with and effectively contribute to UN system-wide priorities and objectives.

S/he will participate in the establishment and maintenance of a whole-of-organization approach for Strategy implementation. Achieving the ambitions set out in the Strategy requires an institutional shift in how the Organization understands and frames its work in line with the 2030 Agenda. It also necessitates more joined-up, cross-departmental activities to maximize the potential of the migration and sustainable development nexus, including through better connecting the Organization’s humanitarian and development portfolios. S/he will substantively contribute to the development of the planning and implementation mechanisms required to realize this comprehensive approach.

The Strategy also requires strengthening the Organization’s collaborative capacity to successfully and efficiently operate within the enhanced coordination and pooled funding mechanisms that have been put in place through the reform of the United Nations development system. S/he must possess strong interpersonal and relationship management skills to assist in broadening IOM funding sources, enhancing the Organization’s engagement with UN agencies, development cooperation partners, and development finance institutions.

Establishing a strong foundation for implementation of the Strategy is critical to IOM’s ability to effectively support Member States, contribute to UN system-wide priorities and objectives, report on international agreements, and strengthen IOM’s contributions to positive development outcomes. S/he will actively contribute to the establishment of the mechanisms and partnerships required to implement the Strategy.

**Core Functions / Responsibilities:**

I. Contribute to ensuring the organization is equipped with the necessary planning tools to achieve the deliverables outlined in the Institutional Strategy on Migration and Sustainable Development

1. In close collaboration with the Head of the Unit, draft and recommend a comprehensive plan to socialize the M&SD Strategy across IOM departments, Regional Office (ROs) and Country Office (COS), to build whole-of-organization consensus on the way forward and to identify priority areas of action.

2. Recommend an internal delivery plan that identifies concrete actions and expected results to support the implementation of the strategy.

3. Draft a resource mobilization plan that details the necessary human and financial resources that will be needed to roll out the delivery plan.
4. Maintain support to a Headquarters (HQ) task force that will coordinate and oversee the necessary activities to support IOM implement the delivery plan across the entire organization.

II. Strategically support IOM’s policy capacity on migration and sustainable development

5. Work closely with the Policy Hub, Results-Based Management (RBM), Monitoring & Evaluation (M&E) units, and other relevant colleagues to ensure the inclusion of migration and development in IOM knowledge management efforts.

6. Support the alignment of the M4D Net hub on M&SD with the needs of the knowledge platform of the UN Network for Migration.

7. Support the dissemination of knowledge management products, establishing easy and targeted access to all materials and knowledge products to all IOM staff and beyond.

III. Foster strong partnerships across the UN Development System and beyond to harness the expertise and capabilities of relevant actors on migration and sustainable development

8. Liaise with UN partners globally to discuss opportunities for joint programmes within the work to be carried out under the delivery plan.

9. Support the ongoing joint work of IOM and UNDP to facilitate the reflection of migration issues, including displacement and other effects of crisis, in Common Country Analysis (CCAs), United Nations Sustainable Development Cooperation Framework (UNSDCFs) and broader United Nations Country Team (UNCT) priorities.

10. Carry out the recruitment process and supervision of the consultant who will develop an analysis and report on IOM’s performance and lessons learnt from funding bids to the UNDG trust fund for delivering on SDGs with a view of helping to enhance fund-raising opportunities for field offices.

11. Participate actively in UN policy dialogues as well as processes related to data, monitoring and review of the 2030 Agenda and other multilateral development frameworks (e.g. High-Level Political Forum, Conference of Parties, International Migration Review Forum).

12. Coordinate and organize support to the UN Network for Migration (UNNM).

IV. Strengthen IOM’s internal capacity to contribute to positive development outcomes and contribute to the achievement of 2030 Agenda for Sustainable Development

13. Organize and support efforts for the localization of the M&SD strategy at the regional and country office levels, checking if IOM country and regional strategies are aligned with sustainable development priorities and providing guidance accordingly.

14. Provide technical assistance to support Regional and Country office efforts to train national and local governments to mainstream migration into development planning and policy processes, particularly across sectoral policies.

15. In close cooperation with RO Brussels, provide guidance, technical support and trainings for IOM staff operating in donor capitals in Europe to build stronger partnerships with traditional development actors and with the view to increasing funding opportunities for IOM globally in the area of migration and development.

16. Provide guidance for IOM staff on how to bring different areas of IOM work together for more comprehensive programming that supports development outcomes aligned with UN Sustainable Development Goals.
Development Cooperation Framework (UNSDCF)s.

17. Carry out the recruitment process and supervision of the consultant who will develop a standard M&E framework and guidance that can be used and adapted to develop, implement and monitor IOM’s programming in the migration and development area.

18. Establish a question and answer support service for colleagues designed to help staff better understand, frame, and align project development, implementation, management and M&E activities with sustainable development outcomes.

V. Project operations services

19. Provide financial, HR and procurement backstopping support for all programme activities in full compliance with IOM rules, regulations, and policies.

20. Ensure expenditure is monitored and follow up on the provision of a consolidated picture to the Head of Unit.

21. Ensure the organisation of any necessary travel and liaise with the Staff Travel Coordination unit as necessary.

22. Prepare financial reports to donors as per contractual requirements.

23. Perform such other duties as may be assigned.

Required Qualifications and Experience:

Education

• Master’s degree in Political Science, Economics, Development Studies, International Development, Business Administration or a related field from an accredited academic institution with five years of relevant professional experience; or
• University degree in the above fields with seven years of relevant professional experience.

Experience

• Relevant experience working on migration and development with emphasis on policy, strategy, programme design and implementation. International experience as well as experience with an international development organisation or non-governmental organisation would be a distinct advantage;
• Demonstrated work experience with migration and development issues a strong advantage as well as proven capability to foster strong relationships and implement programs;
• Experience in usage of computers, office software packages (MS Word, Excel, etc.) and experience in handling of web-based management systems.

Languages

IOM’s official languages are English, French and Spanish.

For this position, fluency in English is required (oral and written). Working knowledge of French and/or Spanish is an advantage.

1 Accredited Universities are the ones listed in the UNESCO World Higher Education Database
**Required Competencies:**

**Values** - all IOM staff members must abide by and demonstrate these three 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 2

- **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.

**Managerial Competencies** – behavioural indicators level 2

- **Leadership:** provides a clear sense of direction, leads by example and demonstrates the ability to carry out the organization’s vision; assists others to realize and develop their potential.
- **Empowering others & building trust:** creates an atmosphere of trust and an enabling environment where staff can contribute their best and develop their potential.
- **Strategic thinking and vision:** works strategically to realize the Organization’s goals and communicates a clear strategic direction.

IOM’s competency framework can be found at this link.

https://www.iom.int/sites/default/files/about-iom/iom_revised_competency_framework_external.pdf

Competencies will be assessed during a competency-based interview.

**Other:**

Internationally recruited professional staff are required to be mobile.

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

This selection process may be used to staff similar positions in various duty stations. Recommended candidates endorsed by the Appointments and Postings Board will remain eligible to be appointed in a similar position for a period of 24 months.

The list of NMS countries above includes all IOM Member States which are non-represented in the Professional Category of staff members. For this staff category, candidates who are nationals of the duty station’s country cannot be considered eligible.
Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and security clearances.

**How to apply:**

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by 24 October 2019 at the latest, referring to this advertisement.

IOM only accepts duly completed applications submitted through the IOM e-Recruitment system. The online tool also allows candidates to track the status of their application.

Only shortlisted candidates will be contacted.

For further information please refer to: [www.iom.int/recruitment](http://www.iom.int/recruitment)

**Posting period:**

From 11.10.2019 to 24.10.2019

**No Fees:**

IOM does not charge a fee at any stage of its recruitment process (application, interview, processing, training or other fee). IOM does not request any information related to bank accounts.

Requisition: VN 2019/268 (P)Policy Officer(Migration and Development)(P3)-Geneva,Switzerland (56185620) Released
Posting: Posting NC56185621 (56185621) Released