

Position Title : **Associate Programme Officer (Migration, Environment and Climate Change (MECC))**

Duty Station : **Cairo, Egypt**

Classification : **Professional Staff, Grade P1**

Type of Appointment : **Special short-term graded, six months with possibility of extension**

Estimated Start Date : **As soon as possible**

Closing Date : **08 February 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 is committed to a diverse and inclusive work environment. Read more about diversity and inclusion at IOM at [www.iom.int/diversity](http://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](#); [Aruba \(Netherlands\)](#); [Botswana](#); [Cabo Verde](#); [Comoros](#); [Congo \(the\)](#); [Cook Islands](#); [Curaçao](#); [Fiji](#); [Grenada](#); [Guinea-Bissau](#); [Holy See](#); [Iceland](#); [Kingdom of Eswatini](#); [Kiribati](#); [Lao People's Democratic Republic \(the\)](#); [Madagascar](#); [Marshall Islands](#); [Micronesia \(Federated States of\)](#); [Namibia](#); [Nauru](#); [Palau](#); [Saint Kitts and Nevis](#); [Saint Lucia](#); [Saint Vincent and the Grenadines](#); [Samoa](#); [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:**

Migration, Environment and Climate Change (MECC) thematic area has been gaining institutional significance within IOM in the recent years. In 2021, IOM has launched its 10-year Institutional Strategy on MECC for 2021-2030. In the same year, the Director General's Special Envoy for Migration & Climate Action (SECA) has joined IOM HQ to lead IOM's political engagement in climate change negotiations. For the Middle East and North Africa (MENA) region, this thematic area has special significance for 2022-2023 because of the convening of two successive Conferences of Parties (COP) of the UN Framework Convention on Climate Change (UNFCCC) in Egypt and UAE. With the recognition of importance of building close synergies between Climate Change Action and Disaster Risk Reduction (DRR), through the organizational structural change in January 2022, the DRR portfolio has been added to the

MECC Division at HQ, transforming the Division into the Migration, Environment, Climate Change and Risk Reduction (MECR) Division.

The MENA region is one of the world's most vulnerable regions to climate change because of its largely arid and semi-arid environment, existing water scarcity, reliant on agriculture as the key industry, and increasing food insecurity compounded by water scarcity and its impact on agriculture, to name a few. Furthermore, the region is affected by various natural hazards link to climate change, including floods, droughts, wildfire and landslides. All these factors are affecting human mobility in the region, and there is a growing interest from the governments to address the climate change-human mobility nexus. Furthermore, human mobility in the context of climate change is complicated in the region as it is intertwined with the existing conflicts which have displaced millions of people already.

In response to the growing significance of the thematic area in the region, expanding the MECC portfolio in the region is one of the key priorities of the Regional Office for MENA (RO MENA).

Under the overall supervision of the Regional Director of RO MENA, the direct supervision of the Regional MECC Specialist, and in close coordination with other relevant units of RO MENA and MECC Division at HQ, the Associate Programme Officer will be responsible for assisting with the interrelated administrative and programme functions contributing to the expansion of the MECC portfolio in the region.

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

1. Assist the Regional MECC Specialist in providing thematic support to the Country Offices (COs) in the region by compiling background information in the assigned area or country, organizing meetings among the MECC focal points of the respective COs, drafting supporting documents and sharing information.
2. Review project proposals, reports and publications referred from COs to RO for endorsement and propose improvements or changes to the Regional MECC Specialist.
3. Provide specific inputs for the development of visibility and awareness raising tools on MECC in the region, such as short videos, podcasts and info graphics, in close coordination with the RO Media and Communication team.
4. Provide specific inputs to support the knowledge management of RO MENA MECC team, including drafting portions of the quarterly MECC newsletter for the region for internal circulation, and updating the resources section of the MS teams portal for the MECC focal points and the MENA section of the MECC Division-managed Environmental Portal.
5. Assist in organizing online and in-person thematic events, including cross-thematic events with other Regional Thematic Specialists (RTSs) and joint events with other partners.
6. Assist in organizing and coordinating IOM's engagement in COP 28 in UAE as well as IOM events leading up to COP 28 in close coordination with the Regional MECC Specialist.
7. Research emerging issues relevant to the thematic area and provide preliminary analyses and technical inputs to support the development of regional / multi-country/ cross-thematic projects under the close supervision and guidance of the Regional MECC Specialist and in close coordination with the relevant thematic units at RO.
8. Liaise with internal units and external stakeholders, as appropriate, and attend relevant thematic and coordination meetings with government entities, UN agencies, and NGOs in close coordination with the Regional MECC Specialist.

9. Undertake duty travels in the region as required.
10. Perform such other duties as maybe assigned.

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

### **Education**

- Master's degree in Development Studies, Environmental Studies, Climate Change and Mobility, or a related field from an accredited academic institution; or
- University degree in the above fields with two years of relevant professional experience.

### **Experience**

- Professional experience in the field of development and migration issues, preferably including operational and field experience, project implementation and reporting;
- Experience working on migration issues with government entities, UN agencies, or other developmental partners and civil society actors;
- Previous experience in communication, awareness raising and public relations work is a distinctive advantage;
- Practical experience in office administration, logistics and/or finance related work within IOM, including robust knowledge of IOM's relevant internal rules is a distinct advantage; and,
- Demonstrated work experience in the field of migration in the MENA region is a distinct advantage.

### **Skills**

- High familiarity with migration in relation to environment, climate change and natural hazards;
- Familiarity with climate change negotiations and the COP process is a distinct advantage;
- Demonstrated understanding of a broad range of migration related subject areas dealt with by the Organization;
- Excellent interpersonal skills;
- Ability to work effectively in a multi-cultural team of international and national personnel;
- Self-motivated and ability to take initiatives;
- Ability to remain resilient under pressure and work with tight and multiple deadlines;
- Solid computer literacy, and,
- Strong gender awareness and inclusion.

### **Languages**

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

External applicants for all positions in the Professional category are required to be proficient in English and have at least a working knowledge of one additional UN Language (Arabic, Chinese, French, Russian, or Spanish).

For all applicants, fluency in English is required (oral and written). Arabic proficiency is highly desirable.

Proficiency of language(s) required will be specifically evaluated during the selection process, which may include written and/or oral assessments.

### **Notes**

<sup>1</sup> Accredited Universities are the ones listed in the UNESCO World Higher Education Database (<https://whed.net/home.php>).

## ***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.

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](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 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 and who do not have prior experience outside the duty station's country as staff member in the Professional category 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. Subject to certain exemptions, vaccination against COVID-19 will in principle be required for individuals hired on or after 15 November 2021. This will be verified as part of the medical clearance process.

Vacancies close at 23:59 local time Geneva, Switzerland on the respective closing date. No late applications will be accepted.

***How to apply:***

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by 08 February 2023 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 26.01.2023 to 08.02.2023

***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: SVN 2023 20 Associate Programme Officer (Migration, Environment and Climate Change (MECC)) (P1) Cairo, Egypt (57945082) Released

Posting: Posting NC57945083 (57945083) Released