

Position Title : **Programme Coordinator (WASH)**
Duty Station : **Aden, Yemen**
Classification : **Professional Staff, Grade P3**
Type of Appointment : **Special short-term graded, six months with possibility of extension**
Estimated Start Date : **As soon as possible**
Closing Date : **19 March 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.

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:

Working under the overall guidance of the Deputy Chief of Mission (DCOM), Yemen and the direct supervision of the Senior Field and Programme Coordinator, the Programme Coordinator (Water, Sanitation and Hygiene (WASH)) will be responsible for the successful implementation and management of the portfolio of WASH programmes and projects of IOM.

Core Functions / Responsibilities:

1. Ensure the implementation of the WASH strategy for IOM in the country; contribute to the preparation and submission of project proposals and budgets.

2. Ensure the implementation of WASH programme activities to guarantee that scope, budget, time and quality are in accordance to the different projects specifications, donor requirements and IOM rules and regulations.
3. Contribute to resources mobilization efforts for WASH Programme activities fostering sustainable solutions and accounting to the impacts of climate change.
4. Provide administrative, technical and financial backstopping to WASH projects.
5. Identify new project opportunities and describe and justify project possibilities consistent with approved programmes and ongoing activities.
6. Participate in the design process and ensure compliance to technical specifications, relevant standards, IOM policies and donor requirements.
7. Identify, train and supervise WASH staff in accordance with the Organization's procedures and regulations.
8. Ensure the implementation of WASH Monitoring, Evaluation and Learning frameworks and mechanisms.
9. Actively liaise with the WASH Cluster, other relevant agencies, government authorities / entities and any other relevant stakeholder to coordinate implementation, avoid duplication and resolve problems.
10. Oversee all procurement and supply chain efforts for supplies and services, ensuring that the processes are transparent and in line with IOM and donor's regulations. Coordinate the availability of necessary resources and monitor all contractual agreements with service providers and / or implementing parties.
11. Ensure cross-cutting issues are integrated in the WASH programming such as climate change and environmental sustainability, disaster risk reduction (DRR), gender-based violence (GBV), accountability to affected populations (AAP), and other protection related mainstreaming.
12. Perform such other duties as may be assigned.

Required Qualifications and Experience:

Education

- Master's degree in Civil Engineering, Environmental Engineering, Geology, Public Health 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

- Experience in WASH activities at a managerial level in emergency and conflict environment; Experience in the region is an advantage;
- Experience working with different international organizations (e.g. UN agencies, INGOs, IOs, Donors, IFRC or ICRC) in humanitarian operations; and,
- Practical experience in the design, construction and operation of infrastructure for water and sanitation, environment, housing (or shelter) or site planning projects, including contract management.

Skills

- Computer literate (word processors, spreadsheet, database, Epanet, CAD (AutoCAD, ArchiCAD or similar engineering software), and statistical packages, etc.).
- Good interpersonal, cross-cultural, and diplomatic skills and ability to harmoniously collaborate with variety of internal and external stakeholders;
- Proven ability to deliver results and achieve measurable impact in context of operational complexity; and,
- Good problem-solving skills including the ability to address problems pro-actively and creatively, foresee and mitigate risks and overcome operational challenges as they arise;

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 (French, Spanish, Arabic, Russian or Chinese).

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

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

Notes

¹ 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.

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 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. 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 19 March 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

Posting period:

From 06.03.2023 to 19.03.2023

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.

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