

Position Title : **Programme Officer (WASH)**  
Duty Station : **Dnipro, Ukraine**  
Classification : **Professional Staff, Grade P3**  
Type of Appointment : **Special short-term graded, nine months with possibility of extension**  
Estimated Start Date : **As soon as possible**  
Closing Date : **26 April 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](#); [Samoa](#); [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:**

Under the overall supervision of the Chief of Mission (CoM), and the direct supervision of Senior Programme Officer (WASH), the Programme Officer (WASH) will provide technical support for the planning, coordination and implementation of the Water, Sanitation and Hygiene (WASH) program in the International Organization for Migration (IOM) Ukraine Emergency Response.

The intensity of the armed violence in Ukraine is having a severe humanitarian impact on the population. The conflict has resulted in loss of life, injuries and mass movement of the civilian population throughout the country and to neighboring countries, as well as severe destruction and damage to civilian infrastructure and residential housing. Public service provision - water, electricity, heating and emergency health and social services - is under severe pressure, and people's access to health care is limited by insecurity. Primary services such as banking, social

transfers and transport have been affected, as have basic services, such as health, water, and electricity, and local administration. With the continuation of the military operation and mounting insecurity, supply chains are likely to be disrupted for a prolonged period of time. The ability of local authorities to sustain a minimum level of services has also been severely hampered, as employees have fled or can no longer access their workplace.

As a result of insecurity, people are fleeing from their homes in high-risk and the most-exposed areas in search of safety, many of whom were already displaced multiple times by previous fighting. Many more continue moving towards Ukraine's borders and relatively less conflict affect regions. Particularly vulnerable groups include older persons and persons with disabilities, who may be unable to flee or may stay in the impacted areas, resulting in risks to their lives, struggles to meet daily needs and challenges in accessing humanitarian assistance. Women and girls, already susceptible to various forms of gender-based violence, particularly transactional sex, survival sex and sexual exploitation and abuse, will be even further at risk of gender-based violence, including conflict related sexual violence. The remaining population, even those currently not directly affected by security incidents and fighting, are facing reduced or disrupted services, with water, heating, electricity supply as well as transportation and telecommunications badly affected. Health services – already massively weakened by the cumulative effects of years of conflict as well as the multiple waves of COVID-19 – have also deteriorated rapidly due to shortages of medical supplies and personnel relative to the current scale of needs. Access to emergency medical services, including reproductive health services, has become even more challenging amid insecurity. Local authorities capacities to provide social protection services are overstretched, partially due to the impact of the recent decentralization. The disruption of basic services, as well as significant infrastructure and economic losses, is not only exacerbating the pre-existing humanitarian situation but also generating critical new humanitarian needs that must be addressed urgently.

In summary, according to Office for the Coordination of Humanitarian Affairs (OCHA) reports, with the scale and direction of the ongoing military operation, 18 million people are projected to become affected, including up to 6.7 million people projected to be newly internally displaced. Of the affected population, 12 million people are expected to need humanitarian assistance, and 6 million with the most urgent humanitarian needs – including water, sanitation, and hygiene services.

IOM is one of the leading WASH agencies in Ukraine. To strengthen the ongoing WASH programming, the programme is looking for a qualified candidate to recruit. This position reports to the Programme Manager (WASH).

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

1. Manage the implementation of the WASH projects to guarantee that scope, budget, time and quality are in accordance to the different project specifications, donor requirements, and IOM rules and regulations.
2. Contribute to the development and execution of the WASH strategy/response plan for IOM in alignment with the overall emergency response plan of the organization.
3. Ensure that the project(s) activities under responsibility meet their intended scope, time and budget as per the project's work plan as designed by the Programme Manager and inform of any delay or workaround required for timely completion of activities.
4. Provide necessary information and documentation to the Programme Manager (WASH) for the preparation of project proposals and/or for IOM to contact potential donors. Actively assist in the coordination of donor visits. Contribute to contingency planning for possible WASH emergency response if required.
5. Lead the design process and oversee compliance of technical specifications for the

implementation of the required WASH infrastructure and services to guarantee the quality of the output and alignment to international and national standards and donor requirements.

6. Ensure sound financial management through the monitoring of project(s) budget according to internal and donor requirements. Adhere to the guidelines provided by the WASH programme manager regarding the use of budget lines for the project(s) activities.

7. Mentor, coach, and manage Project Officers (WASH) and the staff under supervision; support the performance evaluations, oversee and help to resolve team conflicts. Ensure that adequate and relevant capacity building is provided to the members of the team.

8. Plan and supervise the project(s) procurements in line with approved by the Programme Manager (WASH) specifications or BoQs, working in close coordination with the procurement and logistics unit to ensure that the required materials and items are procured and delivered to the respective sites in a timely manner. Follow up the schedule with contractors and prepare and sign completion certificates. Work closely with the administrative units of IOM to ensure adequate contracts management, close-out procedures and final payments to the contractors.

9. In coordination with the Programme Manager (WASH), actively liaise with the WASH Cluster, other WASH agencies, government authorities/entities and any other relevant stakeholder to ensure that IOM WASH activities are coordinated to avoid duplication, violation of national regulations or contravention of operational agreements set by the humanitarian community at the country level. Ensure that all relevant permits and authorisations are obtained from the local authorities to guarantee project stability and good relations with the local government.

10. Under the direction of the Programme Manager (WASH), coordinate the implementation of activities with IOM support units and ensure that inter-sectoral activities/approaches are planned and coordinated with the respective units/programmes.

11. Maintain effective and active communication with all the stakeholders. Make sure that the relevant and necessary information is transmitted in a timely manner upstream to the Programme Manager (WASH) and downstream to the members of the WASH team under supervision.

12. Monitor the project implementation by performing regular visits to the areas of operation and record relevant data for further analysis. Ensure that all the project data and information is archived and shared appropriately. Prepare and submit regular progress reports to the Programme Manager (WASH) indicating progress, constraints and requirements for project completion.

13. Contribute to ensuring that cross-cutting issues are integrated into the WASH programming, such as GBV, Accountability to Affected Populations (AAP), Environment and other cross-cutting issues of relevance.

14. Perform such other duties that may be assigned

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

### **Education**

- Master's Degree in Civil Engineering, Chemical Engineering, Mechanical Engineering, Environmental Engineering, Geology 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 humanitarian emergencies;
- Experience in the implementation of WASH activities in developing countries, preferable in countries facing humanitarian crises and in support of emergency responses; experience in the region is an advantage;
- Experience in the design and implementation of WASH infrastructure, including contract management.
- Experience in the implementation of activities that include the promotion of hygiene.

## Skills

- Excellent Monitoring and Evaluation (M&E) Skills; Managerial Skills; Organizational Skills;
- Ability to work with limited supervision;
- Works effectively with Donors, local authorities, stakeholders, beneficiaries, and the broader community to advance country office or regional objectives.
- Expertise in Microsoft office software.
- Strong statistical analysis and data management skills;
- Excellent communication and analytical skills;
- Strong interpersonal and teamwork skills;
- Proven ability to establish and maintain effective working relationships with people of diverse cultural and national backgrounds.

## Languages

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

For this position, fluency in English is required (oral and written). Working knowledge of either Ukrainian and/or Russian 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

<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 five values:

- **Inclusion and respect for diversity:** Respects and promotes individual and cultural differences. Encourages diversity and inclusion.
- **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.
- **Courage:** Demonstrates willingness to take a stand on issues of importance.
- **Empathy:** Shows compassion for others, makes people feel safe, respected and fairly treated.

## **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 actions 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 leadership and professional potential.
- **Empowering others:** Creates an enabling environment where staff can contribute their best and develop their potential.
- **Building Trust:** Promotes shared values and creates an atmosphere of trust and honesty.
- **Strategic thinking and vision:** Works strategically to realize the Organization's goals and communicates a clear strategic direction.
- **Humility:** Leads with humility and shows openness to acknowledging own shortcomings.

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 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 26 April 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 13.04.2023 to 26.04.2023

***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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