

Position Title : **Project Officer (MECC/CAD/DRR)**
Duty Station : **Dar es Salaam, Tanzania, United Republic of**
Classification : **Professional Staff, Grade P2**
Type of Appointment : **Special short-term graded, 6 months with possibility of extension**
Estimated Start Date : **As soon as possible**
Closing Date : **15 August 2024**

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; Barbados; Cabo Verde; Comoros; Congo (the); Cook Islands; Guinea-Bissau; Holy See; Iceland; Kiribati; Lao People's Democratic Republic (the); Latvia; Madagascar; Marshall Islands; Micronesia (Federated States of); Namibia; Nauru; Palau; Saint Kitts and Nevis; Samoa; Sao Tome and Principe; Solomon Islands; Suriname; The Bahamas; Tonga; Tuvalu; Vanuatu

Second tier candidates include:

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

Context:

The United Republic of Tanzania is highly vulnerable to the adverse impacts of climate change, which exacerbate existing challenges related to displacement and migration. The changing climate patterns, including prolonged droughts, increased frequency of hazards and environmental degradation, have severe consequences for the livelihoods, food security and well-being of communities. These climate-related factors significantly contribute to population displacement and migration within the country and across borders.

IOM recognizes the urgent need to address the linkages between climate change, natural hazards and displacement and migration, and to develop sustainable solutions that enhance resilience and protect the rights and well-being of affected populations.

Under the overall supervision of the Chief of Mission (COM) in Dar es Salaam and the direct supervision of the Programme Coordinator in Dar es Salaam, and in close coordination with the

Regional Thematic Specialist (RTS) at the Regional Office and relevant Divisions/Departments /Units at Headquarters (HQ), the Project Officer (MECC/CAD/DRR) will be responsible and accountable for providing technical, administrative and logistical support and coordination for the development, implementation, monitoring and reporting of the Migration Environment and Climate Change/Climate Adaptation/Disaster Risk Reduction (MECC/CAD/DRR) themes within the Country Office.

Core Functions / Responsibilities:

1. Coordinate the implementation of MECC/CAD/DRR policies and programmes, including monitoring budgetary, administrative and technical aspects, in line with IOM's policies and procedures, as well as donor requirements.
2. Provide operational guidance and technical supervision to the project staff, assisting on the development and implementation of programmatic strategy. Monitor and follow up on project progress to increase effectiveness and recommend appropriate action.
3. Contribute to the mainstreaming of MECC/CAD/DRR in the existing programmatic areas through the implementation of project activities on the thematic area within existing programmes, such as, Emergency Response, Transition and Recovery, Durable Solutions, Protection and Migration Management.
4. Monitor progress against Project's strategic objectives and benchmarks and provide recommendations with respect to improvements and corrections; coordinate the establishment of a common Monitoring and Evaluation (M&E) Framework that incorporates regular reporting requirements and impact evaluation strategies, in close coordination with M&E Officer in the Country Office.
5. Recommend priority areas for project development in MECC/CAD/DRR and contribute to the development of new projects by selecting and summarizing background information, assessing the local context and drafting segments for new project proposals, with particular focus on contributing to the Kampala Ministerial Declaration on Migration, Environment and Climate Change (KDMECC).
6. Supervise the staff assigned to the project, and monitor the work of Consultants/Implementing Partners (IPs) recruited to support and/or undertake specific activities. Organize and deliver capacity building activities to help build capacity of staff, partners, government officials, and other humanitarian actors.
7. Apply best practices, environmental standards, climate change resilience principles, and sector-specific guidelines, considering the specific implications for displaced, immobile and migrating populations. Encourage a culture of learning and knowledge sharing within the programme team that addresses the complex dynamics of climate change-induced displacement, immobility/migration mobility, and DRR.
8. Monitor and check compliance by project partners, project staff and implementing entities. Liaise with Government entities, IPs, United Nations (UN) agencies and other stakeholders in the project.
9. Coordinate with other units in the Country Office for the smooth implementation of project activities.
10. Facilitate the mainstreaming of gender equality, social and disability inclusion, and the protection of vulnerable groups in all aspects of programme development and implementation. Work to address the specific needs and vulnerabilities of women, children, elderly persons, persons with disabilities, and marginalized communities in disaster risk reduction and climate change resilience-building interventions.

11. Coordinate the adequate information management on project related activities including visibility by drafting or providing regular updates, summaries, press releases and other relevant materials, in close coordination with the donor and relevant Units at HQ.

12. Draft quality progress Financial, Narrative, and other reports related to the project activities. Coordinate the elaboration and dissemination of reports for donors, government and other relevant stakeholders by facilitating and following up on timely submission and compliance with donor and IOM requirements.

13. Participate in relevant conferences, workshops, steering committees, and technical working groups, as well as other forums; contribute to the presentation of IOM activities.

14. Participate in relevant UN working groups and activities to contribute to the mainstreaming of migration related issues into United Nations Development Assistance Frameworks (UNDAF).

15. Undertake duty travel as required to support coordination and monitoring activities for project implementation.

16. Perform such other duties as may be assigned.

Required Qualifications and Experience:

Education

- Master's degree in Environmental Studies, Geography, Political Science, Humanitarian Affairs, Economic Development, Business or Public Administration, International Studies, 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

- Experience in programme development, implementation, monitoring, reporting and/or evaluation;
- Experience supporting project development and capacity-building activities;
- Experience in liaising with governmental and diplomatic authorities as well as with national and international institutions; and,
- Experience in organizing consultations, workshops and seminars with stakeholders.

Skills

- Ability to meet deadlines and work under pressure with minimum supervision;
- Ability to maintain partnerships with development partners, government counterparts, UN agencies, local authorities and other relevant stakeholders;
- Familiarity with financial and business administration;
- Good supervision, coordination, and information management skills;
- Good knowledge of the UN System, NGOs and other international organizations/institutions;
- Good knowledge of migration data, climate change in East Africa and ability to negotiate with government authorities;
- Good knowledge of international fora and policy process in the areas of migration, climate change, environment, disaster risk reduction;
- Good knowledge of human and financial resources management;
- Good conceptualization, analytical and writing skills;
- Good communication, organizational and interpersonal relationship skills;
- In depth knowledge of the broad range of migration related subject areas dealt with by the Organization;
- Knowledge of UN and bilateral donor programming;

- Proven understanding of internal and international migration issues in the country and in the Region;
- Proven understanding of migration in relation to environment, climate change and natural hazards;
- Proven ability to establish and maintain strong working relations with relevant Government counterparts, international organizations and private sector entities; and,
- Sound knowledge of international fora and policy process in the areas of migration, climate change, environment, disaster risk reduction, knowledge of frameworks such as UN conventions on climate change, ecosystems, desertification etc.

Languages

IOM's official languages are English, French, and Spanish. All staff members are required to be fluent in one of the three languages.

For this position, fluency in English is required (oral and written). Working knowledge of French and Kiswahili 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 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

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 background verification 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 15 August 2024 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 02.08.2024 to 15.08.2024

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 2024 198 Project Officer (Migration Environment and Climate Change/Climate Adaptation/Disaster Risk Reduction (MECC/CAD/DRR)) (P2) Dar es Salaam, Tanzania (59056344)

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