Position Title	:	**Programme Manager (Shelter & WASH)**
Duty Station	:	**Islamabad, Pakistan**
Classification	:	**Professional Staff, Grade P3**
Type of Appointment	:	**Fixed term, one year with possibility of extension**
Estimated Start Date	:	**As soon as possible**
Closing Date	:	**24 September 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; Comoros; Congo (the); Cook Islands; Guinea-Bissau; Holy See; Iceland; Kiribati; Lao People's Democratic Republic (the); 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:

Pakistan is recovering from the devastating flooding that hit the country in 2022, affecting more than 33 million people. In addition, Pakistan is hosting over 2 million Afghan nationals, many of whom lack access to adequate shelter as well water and sanitation infrastructure. IOM is providing Shelter and Water, Sanitation and Hygiene (WASH) support to Afghan nationals, host communities and flood-affected communities, including preparedness, response and recovery activities. IOM also leads the Shelter/Non-Food Items (S/NFI) Sector for disasters in Pakistan, which also covers Camp Coordination and Camp Management (CCCM) activities.

Under the overall supervision of the Chief of Mission (CoM), and the direct supervision of the Senior Programme Coordinator (EPC), the Programme Manager (Shelter & WASH) will be responsible for the development and management of the Shelter and WASH projects portfolio in IOM Pakistan Country Office (CO) and ensure the effective implementation of CO's emergency and recovery Shelter and WASH operations.

Core Functions / Responsibilities:

1. Manage the implementation of the overall Shelter and WASH programme strategy of Pakistan CO, including supporting Afghan nationals, host communities and disaster preparedness, response and recovery activities.

2. Manage the overall implementation of the Shelter and WASH programme to guarantee that scope, budget, time and quality are in accordance with the different project's specifications, donor requirements and IOM rules and regulations.

3. Ensure appropriate and timely resource mobilization for the successful implementation of the different projects in the Shelter and WASH programme. Proactively identify programme development opportunities, new funding sources, new thematic areas of technical intervention and strategic partnerships that would promote the expansion of the IOM Shelter and WASH portfolio. Liaise effectively with donors at local and regional level in order to advocate for adequate funding to sustain the Shelter and WASH programme and prepare proposals for funding.

4. **Supervision and control areas /aspects:**
o **Technical:** Lead the design process and oversee compliance of technical specifications for the implementation of the required Shelter and WASH infrastructure and services to guarantee quality of the output and alignment to international and national standards and donor requirements.
o **Financial:** Ensure a sound financial management of projects to guarantee alignment with internal and donor requirements. Ensuring that the budget lines are respected and monitor burn rates for the effective use of the funds.
o **Human Resources:** Manage and monitor technically and administratively the whole of the Shelter and WASH team. Ensure that adequate and relevant capacity building are provided to the members of the team. Mentor, coach and manage the staff under supervision; support the performance evaluations and oversee and help to resolve team conflicts.
o **Procurement:** In coordination with the Resource Management Unit and Procurement and Logistics Unit, oversee all Shelter and WASH programme related procurement efforts for supplies and services, ensuring that the processes are transparent and in line with IOM and donor's regulations. Provide the necessary resources to effectively monitor all contractual agreements with service providers and / or implementing parties.

5. **Coordination:**
o **External:** Actively liaise with the Shelter/NFI and WASH Sectors; partner UN agencies, government authorities / entities and any other relevant stakeholder to ensure that IOM Shelter and 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 any needed operational agreement or authorization from the local authorities is convened to guarantee project stability and good relations with the local government.
o **Sectoral:** Monitor and oversee the IOM-led Shelter/NFI sectoral coordination functions for natural hazard induced disasters at national and provincial levels, including the CCCM sub-sector, as well as the IOM-managed distribution pipeline.
o **Internal:** Coordinate internally within IOM units / programmes the implementation of activities and ensure that inter-sectoral activities / approaches are planned and coordinated with the respective units / programmes.

6. **Communications:** Ensure an effective and active communication with all the stakeholders. Make sure that the relevant and necessary information is transmitted downstream to all the members of the Shelter and WASH team on a timely manner. Prepare project reports, situation reports, programme updates as necessary and/or as requested by the management and ensure that all the project data and information is archived and shared appropriately.

7. **Implementing Partners:** Supervise the relevant activities of the Implementing Partners for the Shelter and WASH programme, through the development of agreements, technical monitoring of activities and follow-up on financial requirements.

8. **Anticipatory Action:** Provide analysis and anticipatory action planning related to potential disaster and climate change related events in Pakistan, including but not limited to capacity assessment of the Field Offices in terms of human and financial resources, potential pre-positioning and response plans, capacity building of IOM staff and other relevant partners comprising the National Disaster Management Authority (NDMA), Provincial Disaster Management Autority (PDMA) and OCHA, and including aspects on displacement management and CCCM activities.

9. **Emergency Response:** Manage the shelter, NFI, WASH and CCCM components of the IOM responses to emergencies and displacement situations, including resources mobilization, coordination, ensuring adequate staffing and quality implementation. Ensure the integration of the settlement planning approach to contribute to recovery based shelter and WASH interventions.

10. **Monitoring and Evaluation:** Ensure that the Shelter and WASH programme is driven by a sound Monitoring, Evaluation and Learning framework that leads to continuous improvement and fine-tunning of systems and processes.

11. **Cross cutting issues:** Ensure cross-cutting issues are integrated in the Shelter, WASH and CCCM programming such as GBV, Accountability to Affected Populations (AAP), Environment and other cross cutting issues of relevance. Ensure Disaster Risk Reduction (DRR) and Disaster Risk Management (DRM) components are mainstreamed into programming and relevant tools available.

12. Perform such other duties that may be assigned.

Required Qualifications and Experience:

Education

• Master's degree in Civil Engineering, Architecture, Environmental Engineering, 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 working with the United Nations (UN) or International organization or Non-Government Organization (NGO);
• Shelter and WASH field experience in a humanitarian emergency or recovery environment;
• Experience delivering cash-based interventions in humanitarian or post-crisis settings;
• Experience in project or programme management in emergency and post-crisis setting;
• Experience in environmental project implementation, engineering and Monitoring & Evaluation (M&E) activities;
• Experience in partnership engagement and management; and,
• Previous work experience in Pakistan is an advantage.

Skills

• Familiarity with MS Office software, CAD (AutoCAD, ArchiCAD)or similar engineering design software, and statistical analysis and IM software;
• Familiarity with CCCM activities and principles in natural disaster settings;
• In depth knowledge of the fields of Shelter and WASH;

• Familiarity with recovery, resilience building, durable solutions and climate change adaptation concepts in line with Shelter, Settlement and WASH programming;
• Knowledge of the UN and donor programming environment;
• Excellent report writing and analytical skills, proficiency in written and spoken English; and,
• Good knowledge of Pakistan and the region is an advantage.

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 another official UN language (Arabic, Chinese, French, Russian, and Spanish) and/or other language spoken in Pakistan 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

Previous applicants do not need to re-apply.

[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 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 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 24 September 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 11.09.2024 to 24.09.2024

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.