



Organization or Agency: **International Organization for Migration (IOM)**  
Position Title: **Mobile Team Capacity Building Assistant**  
Organizational Unit: **Camp Coordination Camp Management**  
Duty Station: **Baghdad - Iraq**  
Type of Contract: **Sub-Contract to Stars & Orbit**  
Grade: **Equivalent to G4**  
Duration of Appointment: **Three (3) months, with possibility of extension subject to satisfactory performance and funds availability**  
Closing Date: **4<sup>th</sup> March 2020**  
Reference Code: **CFA2020/IRQ/048**

*IOM is committed to a diverse and inclusive environment. Applications from qualified female candidates are especially encouraged, as well as the internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, the internal candidates are considered as first-tier candidates.*

## Context

Under the general guidance of Head of office and Project Coordinator (CCCM), the overall supervision of the CCCM Project Officer, the direct supervision of the CCCM Team Leader, the administrative supervision of the Head of Sub-Office in Baghdad, the incumbent will be responsible for the following duties:

## Core Functions / Responsibilities

1. Jointly coordinate his/her task with CCCM project coordinator in the training of CCCM Mobile Team in joint activities and On-the-Job Training (OJT) needs.
2. Facilitate trainings of camp management staff and IDPs skills through an On-the Job Training (OJT) format conducting joint activities with the government and IDP selected operational maintenance teams (OMT) for four target camps and collective centre's as well as a local site maintenance team.
3. Will establish supplementary support mechanisms in the camp, including a Women's Empowerment Group (WEG) and Youth Empowerment Group (YEG) to ensure there is a structure in which women and youth can discuss their specific needs, project ideas, and any other issues openly and freely. MT), which will be gender balanced and inclusive of all population residing in the camp.
4. Build a CCCM team, identify and build IOM internal capacity on CCCM as appropriate for future interventions.
5. In coordination with the IOM Communication and Communities Officer and IOM Iraq Information Management, develop and implement beneficiary feedback mechanism systems.
6. Ensure that targeting is based on need and transparent criteria, including criteria developed for the selection of communities as well as beneficiaries, are properly followed up in all areas of intervention. Pay attention to ethnicity and religious minorities and vulnerabilities arising account of gender.
7. Undertake duty travel as required, for project site review and other duties of concern to the project.
8. Collaborate and coordinate with government counterparts, local community camp police and security and other relevant actors (e.g. INGOs assisting with camp management and provision of shelter).
9. Participate in regular camp coordination meetings with camp management and maintenance team.
10. Provide training report and feedback to program officer and camp coordination teams.
11. Provide lessons learnt project close report for archive.
12. Any such other duties as may be assigned.

## Required Qualifications

### *Education:*

- Bachelor's Degree from an accredited academic institution.

### *Experience and Skills*

- 2 years of relevant field experience.
- Operational and field experience in CCCM program development and implementation.
- Experience in conflict/ emergency zones and in working in a high-risk environment.
- Experience in liaising with governmental authorities and local communities, as well as national and international institutions.
- Knowledge and/or field experience in the areas of camp maintenance management is any advantage.
- Excellent leadership, coordination and information management skills.
- Familiarity with the south and central region is an asset.
- Knowledge of local governance in post-conflict contexts, and of gender and inclusion strategies.
- Good communication, report writing, presentation and people's skills. Understanding and tolerant to complex social-political religious, cultural environments is necessary. Drive for results with effective resource management skills.
- Ability to work under extreme pressure in difficult conditions while maintaining security awareness.
- Flexibility and focus on processes and their improvements.
- Ability to work effectively and harmoniously with colleagues from varied cultures
- Ability to work with minimal supervision.
- Excellent human resource management skills, interpersonal skills, cross-cultural communication and ease in managing a multi-ethnic team. Patience and understanding to work with and grow the capacity of national staff.
- Ability for rapid analysis of very complex issues, strong decision-making and translation of programmatic learning and priorities into operational strategies.
- Experience delivering programs to tight deadlines.
- Experience with budget management and procurement planning.
- Experience with systems and concepts for monitoring and evaluating project performance.
- Good Computer and IT skills.
- Ability and willingness to work in remote and isolated location with ever changing security scenarios.

### *Languages:*

- Excellent command of English and Arabic is required.
- Any other language is an asset.

### *Behavioral Competencies*

- Work prioritization and ability to multitask.
- Shares knowledge and experience.
- Positive, constructive attitude.
- Ability to work and act under pressure with discretion in politically sensitive environment with a minimum of comfort.
- Responds positively to critical feedback and differing points of view.
- Ready to work independently, under tight deadlines.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Ability to work in a multi-cultural team environment with a positive attitude.
- Highest standards of integrity, discretion and loyalty.
- Strives for supportive working environment and positive working relationship.
- Focuses on result for the client and responds positively to feedback.
- Creates a respectful office environment free of harassment, retaliation, and promotes the prevention of sexual exploitation and abuse (PSEA).

***IOM IN/234 - Policy and Procedures for Preventing and Responding to Sexual Exploitation and Abuse***

*IOM has a policy of zero tolerance of sexual exploitation and abuse (SEA) by IOM staff members and the employees or any other persons engaged and controlled by IOM Contractors. The staff members and all contract type holders shall protect against and prevent sexual exploitation and abuse (PSEA).*

**How to apply:**

Interested candidates are invited to submit their applications via this link:

<https://iraq.iom.int/jobs/mobile-team-capacity-building-assistant>

In order for an application to be considered valid, IOM only accepts online profiles duly completed. Only shortlisted candidates will be contacted.

**Posting period:**

From: 19.02.2020 to 04.03.2020