



Organization or Agency: **International Organization for Migration (IOM)**
Position Title: **Area Coordinator**
Organizational Unit: **Community Stabilization Unit**
Duty Station: **Ninewa (Sinjar)- Iraq**
Type of Contract: **Sub-Contract to Stars & Orbit**
Grade: **Equivalent to G6**
Duration of Appointment: **Six (6) months, with possibility of extension subject to satisfactory performance and funds availability**
Closing Date: **11th August 2020**
Reference Code: **CFA2020/IRQ/230**

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 overall guidance of the Head of the Community Stabilization Unit (CSU), the administrative supervisor of the Head of Office, and the direct supervision of the Field Coordinator, the successful candidate will be responsible for coordinating CSU's activities in Sinjar, with a specific focus on MHPSS and social cohesion activities, by performing the following functions and responsibilities:

Core Functions / Responsibilities

1. Coordinate the activities of the MHPSS and social cohesion teams in Sinjar, ensuring timely and effective execution of project activities and operational plans, as well as efficient, transparent, and accountable use of allocated funding.
2. Design and implement social cohesion and peacebuilding activities in Sinjar.
3. Oversee capacity building of civil society organizations, including local NGOs, women's and youth associations, providing training, coaching, and support with networking.
4. Promote partnership and close coordination with the relevant local authorities in the district, including the District and Sub-District Mayors' Offices, District and City Councils, local branches of line ministries (MoYS, MoLSA, MoH, MoMD and MOE), and community and religious leaders.
5. Organize and coordinate workshops, trainings, dialogue sessions and other small group events, in close collaboration with local authorities and communities.
6. Carry out needs and community assessments, support research projects, and provide input to the development of strategies to promote psychosocial wellbeing and social cohesion within Qairwan and Ba'aj.
7. Assist the CSU management team in the overall management and development of IOM's stabilisation program in Sinjar, including administrative, coordination, and project development functions.
8. Support the maintenance of project documentation and information.
9. In accordance with structured monthly reporting requirements and informal reporting needs, prepare clear and concise reports on all activities undertaken.
10. Ensure that hardcopy and electronic information systems are maintained, particularly the important notes of all key monitoring, implementation and coordination activities.
11. Ensure that confidentiality and the right to privacy is maintained with regard to confidential information.
12. Any other duty as may be assigned by the Area Coordinator or program officers.

Required Qualifications

Education:

- Bachelor's Degree in Social Work, Psychology, Education, or other relevant social sciences from an accredited academic university or institute.

Experience and skills:

- Minimum 4 years' experience working in related roles, of which at least 1 year involves mental health, psychosocial support, social cohesion and/or peacebuilding.
- Experience in capacity building for local NGOs or social programs is a strong advantage.
- Experience in communicating and working with a wide range of people including people of culturally diverse backgrounds.

Languages:

- Fluency in English and Arabic is required.

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.
- 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:

While this vacancy is open to both Internals and Externals, priority shall be given to qualified Internal applicants.

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

<https://iraq.iom.int/jobs/area-coordinator-3>

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: 28.07.2020 to 11.08.2020