



IOM International Organization for Migration

Open to Internal and External Candidates

Position Title	: National Cluster Coordination Officer (Shelter Cluster)
Organizational Unit	: Preparedness and Response Unit
Duty Station	: Baghdad - Iraq
Classification	: National Officer Category, " NOB"
Type of Appointment	: Special Short Term contract (SST)
Duration of Appointment	: Six (6) months with possibility of extension
Closing Date	: 21 st January 2021
Reference Code	: SVN2021/IRQ/001

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and 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 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, internal candidates are considered as first-tier candidates.

Context:

Under the general guidance of the Chief of Mission in Iraq and under overall supervision of the Deputy Chief of Mission (D-COM) and the direct supervision of the Head of the Preparedness and Response Unit and in coordination with the National Shelter Cluster Coordinator, the successful candidate will support the national and local authorities towards the effective provision of assistance to the affected population through the timely and efficient monitoring and coordination of Shelter partners in the Centre-South of Iraq.

Moreover s/he will contribute to a multi-sectorial response to assist and protect displaced populations in camps and host communities and will provide technical inputs for the identification of emergency solutions.

The sheer size of the responsibilities of Shelter/Non-Food Items (NFI) Sector requires the commitment and participation of several organizations and agencies. S/he will assist with the development of capacity and standards for a comprehensive shelter/NFI and Camp Coordination and Camp Management (CCCM) humanitarian response.

Core Functions / Responsibilities:

1. Coordinate with humanitarian partners working on or related to shelter & NFI activities in the Centre-South, as well as with national authorities and local structures, and facilitate synergy and harmonization.
2. Provide guidance for and contribute to the establishment/maintenance of appropriate sectoral coordination mechanisms in the Centre-South. Make recommendations for improvements or changes at the sub-national level.

3. In coordination with the national cluster coordinator, assist with the development of preparedness and response strategies and action plans for the Cluster. Review and evaluate overall country strategies, such as the Humanitarian Response Plan or Common Humanitarian Action Plan (CHAP), and document and bring to the attention of the supervisor if Cluster strategies and action plans are not adequately reflected.
4. Ensure the sharing of relevant policy guidelines, technical standards and commitments that the Government has undertaken under international humanitarian and human rights law to Shelter Cluster members in the Centre-South.
5. Facilitate compliance of shelter responses in the Centre-South to Iraq shelter cluster strategy, existing (Inter-Agency Standing Committee (IASC)) policy guidelines, technical standards, and relevant Government human rights legal obligations.
6. Draw lessons learned from past activities and propose revisions to strategies and action plans accordingly in the light of these and needs as they evolve.
7. As soon as appropriate, initiate preparatory work and implement strategies for the recovery phase and the handover to national and local authorities.
8. Closely work with the national Shelter team on the development and maintenance of simple, user-friendly reporting formats in consultation with the local authorities, providers of assistance and other key stakeholders, and organize training on the use of these reporting tools among assistance providers and other stakeholders.
9. At the sub-national level, collect and compile data on needs and assistance being provided in a timely and efficient manner, including feedback and/or issues raised by the affected population, and communicate the data gathered at the hub level to the national coordinator.
10. Coordinate with other clusters/ working groups at the sub national level to encourage complementarity and cross-sectoral analysis of information on the disaster response.
11. Contribute to the resource mobilization efforts, identifying potential new project opportunities and contributing to the preparation of project proposals.
12. Perform such other duties as may be assigned.

Qualifications.

Education

- Master's degree in International Relations, Management, or other related subjects from an accredited academic institution with 2 years of relevant professional experience;
- or University degree in the above fields with 4 years of relevant professional experience.

Experience

- Experience in programme management, preferably in Shelter/CCCM cluster coordination in conflict and/or other displacement situations;
- Experience liaising and working with government, local communities, UN and NGO partners;
- Experience in conflict/emergency zones and in working in a high-risk environment;
- Experience in project formulation and implementation at national and international levels;

- Experience in liaising with governmental authorities, and with other national and international institutions;
- Familiarity with the region is an asset.

Languages

- English, and Arabic are required.

Required Competencies

The incumbent is expected to demonstrate the following values and competencies:

Values

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- 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.

Core Competencies – behavioural indicators *level 2*

Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.

- Fosters a sense of team spirit by developing a shared understanding, accountability and enthusiasm for the team's work.
- Displays a high level of cultural awareness, sensitivity to different ways of working and leverages individual strengths in order to build a better team.
- Shares credit for team accomplishments and ensures that the contribution of others is recognized.
- Helps create a positive team spirit, putting aside personal considerations to help the team achieve its goals.

Delivering results: produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.

- Produces high-quality results and workable solutions that meet clients' needs.
- Anticipates constraints, identifies solutions and takes responsibility for addressing critical situations.
- Monitors own and others' work in a systematic and effective way, ensuring required resources and outputs.
- Aligns projects with Organization's mission and objectives and demonstrates a good understanding of the impact of team's and own work on external and internal counterparts.

Managing and sharing knowledge: continuously seeks to learn, share knowledge and innovate.

- Disseminates and shares knowledge openly and actively contributes to knowledge/network communities for topics relevant to area of expertise.
- Encourages knowledge-sharing across units/departments and ensures that knowledge is captured, recorded and disseminated appropriately.
- Builds networks for the effective communication and exchange of knowledge and ideas and puts others into contact with various sources of knowledge.

- Contributes to an environment that is conducive to innovation and learning.

Accountability: takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.

- Proactively seeks responsibility in delivering towards the goals of the Organization.
- Plans and organizes work with a clear and deliberate focus, ensuring commitments are easily identified and progress is widely communicated.
- Stands by the actions of team or department, publicly accepting ownership.
- Takes responsibility of own shortcomings and those of the work unit, where applicable.

Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

- Speaks and writes clearly and effectively.
- Seeks to share information with others, with due respect for diversity and the confidentiality of specific sensitive information.
- Listens and seeks to understand without bias, and responds appropriately.
- Shares information and keeps others up to date; actively seeks others' views and ideas and respects their contribution.

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).

Others

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment and verification of residency, visa, and authorizations by the concerned Government, where applicable.

Only candidates residing in either the country of the duty station or from a location in a neighbouring country that is within commuting distance of the duty station will be considered. In all cases, a prerequisite for taking up the position is legal residency in the country of the duty station, or in the neighbouring country located within commuting distance, and work permit, as applicable.

Internals of the Organization and NMS candidates, as well as external female candidates, will be considered as first-tier candidates. This vacancy is also open to second-tier candidates.

The appointment is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and security clearances.

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 a link:

<https://iraq.iom.int/jobs/national-cluster-coordination-officer-shelter-cluster>

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

Posting period:

From 07.01.2021 to 21.01.2021