



IOM International Organization for Migration

Open to Internal and External Candidates

Position Title	: Senior MHPSS Assistant / TL
Organizational Unit	: Community Stabilisation Unit
Duty Station	: Erbil - Iraq
Classification	: General Service Staff, Grade G7"
Type of Appointment	: Special Short Term contract (SST)
Duration of Appointment	: Six (6) months with possibility of extension
Closing Date	: 13 th , May 2021
Reference Code	: SVN2021/IRQ/114

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, the overall supervision of the head of the community stabilization and the direct supervision of the MHPSS Programme Coordinator in close collaboration with National MHPSS officer, the senior MHPSS field supervisor is expected to support MHPSS Programme activities in Erbil governorate and Ninewa governorate camps.

Core Functions / Responsibilities:

1. Coordination and supervision of Mental Health and Psychosocial Support activities and supervise teams in Erbil governorate and Ninewa governorate camps, ensuring timely and effective execution of project's activities and operational plans; as well as efficient, transparent, and accountable use of allocated funding.
2. Maintaining partnerships and close coordination with local authorities concerned with mental health and psychosocial support aims and project objectives in the geographical area of responsibility, including Governors and Mayors' Offices, Provincial and City Councils, camp management authorities and partners, line ministries branches (MoYS, MoLSA, MoH, MoMD), religious and traditional leaders.
3. Support management structures that ensure for the timely, effective and proper implementation of all projects and assigned responsibilities by field teams in the Area of Responsibility.
4. Promote partnership, capacity building and strengthening of civil societies organizations, including local NGOs, women's, and youth associations, by providing training, coaching and networking.

5. Supervise the conduction of needs assessments, support researches, suggest action plans to promote mental health and psychosocial support, design operational plans to enhance access to psychosocial services and social cohesion opportunities.
6. Assist the programme coordinator and national officer in the overall management of the program in the Area of responsibility, including administrative, coordination, and project development functions.
7. Monitor the maintenance of project documentation and information, including the preparation of Arabic, Kurdish and English translations of technical documents.
8. Work closely with the MHPSS field team and their technical supervisors to assess community needs, identify future projects priorities within the Area of Responsibility, also report on program interventions, community-based activities and the impact of project activities.
9. In accordance with structured reporting requirements and informal reporting needs, prepare clear and concise reports of all activities undertaken and ensure that hardcopy and electronic information systems are maintained, particularly the important notes of all key monitoring, implementation and coordination activities.
10. Undertake field visits and duty travel to implement and monitor the different projects' activities under the portfolio.
11. Follow up with procurement and finance unit to process with all payment request related to programme activities in the area of responsibility.
12. Perform such other duties as may be assigned.

Qualifications.

Education

- University degree from an accredited academic institution; with 5 years of relevant professional experience in Political Science, Education or other Social Sciences
- Completed High School degree from an accredited academic institution, with minimum 7 years of relevant professional experiences.

Experience

- Experience in working in an international environment and in liaising with a variety of partners at all levels of the hierarchy.
- Excellent communication and negotiation skills. Ability to present clear and concise information.
- Experience in communicating and working with a wide range of people including people of culturally diverse backgrounds.
- Good level of computer literacy, knowledge of SAP will be considered as an advantage.
- Proficiency in Office applications, including Word, Excel, Power Point, Explorer.

Languages

- English, Kurdish and Arabic are required.
- Any other language is an advantage.

Skills

- At least four years of experience in a related field, or two years with master's degree in international Relations, Law, Public Administration, Development studies or social science.
- In-depth knowledge of access routes and the humanitarian operational environment throughout Iraq.
- Prior experience in negotiation with government, humanitarian, and local actors.
- Previous experience in coordination with military and/or government actors.
- Ability to work harmoniously with colleagues from varied cultures and professional backgrounds.
- Good knowledge in Microsoft Word, Excel, etc.
- Personal commitment, efficiency, and flexibility.
- Ability to work under pressure.

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/senior-mhpss-assistant-tl>

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

Posting period:

From 29.04.2021 to 13.05.2021