

Position Title : **Project Officer (Cash-Based Initiatives)**
Duty Station : **Port Sudan, Sudan**
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 : **18 April 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; Botswana; Cabo Verde; Comoros; Congo (the); Cook Islands; Dominica; Fiji; Grenada; 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; Sao Tome and Principe; Solomon Islands; Suriname; The Bahamas; Tonga; Tuvalu; Uzbekistan; Vanuatu

Second tier candidates include:

All external candidates, except candidates from non-represented member states.

Context:

Under the overall supervision of the IOM Sudan Chief of Mission and Deputy Chief of Mission and Head of Programmes, the direct supervision of Grants Management and Capacity Building Coordinator, and in coordination with relevant Units in IOM, the Project Officer (Cash-Based Initiatives) will have the overall responsibility for the development and management of Cash-Based Initiatives (CBI).

Core Functions / Responsibilities:

1. Provide inputs to the supervisor and Project Officers on integrating CBI into operational plans and strategies to efficiently meet programme objectives and liaising with technical sectors.

2. Establish and maintain effective working relationships with Government agencies, United Nations partners, international and national Non-Governmental Organizations (NGOs), research institutions and private sector entities to ensure complementarity in the assessment, design and implementation of CBI.
3. Represent IOM in the national Cash Working Group or other CBI-related forums and in meetings with donors, partners and other stakeholders on cash and voucher assistance.
4. Provide overall day-to-day oversight and management of all cash and voucher transfers planned under IOM operations, including ensuring design and implementation of activities using cash and voucher modalities across the country.
5. Liaise closely with different IOM Units in the Country Office who have direct responsibilities for elements of the operational management of CBI delivery, including Finance, Supply Chain and Information and Communications Technology, to ensure proper implementation of activities. Provide inputs to the supervisor of any bottlenecks that may impede the timely delivery of CBI to beneficiaries and take required action to resolve problems.
6. Conduct feasibility studies and market assessments to select the most adequate CBI modality and support the Procurement Unit in selecting the most efficient and effective delivery mechanism.
7. Periodically review the appropriateness of the use of CBI to deliver assistance to respond to the evolving needs in the country, including in rural and urban settings.
8. Draw up plans for timely delivery of CBI in coordination with partners, donors and financial service providers, and monitor their implementation.
9. Coordinate with Project Managers to develop a Country Office CBI Strategy and related workplan to ensure an increased and improved use of CBI. Coordinate the development of standard operating procedures and adapt available tools to project needs at the country level.
10. Coordinate with Monitoring and Evaluation colleagues to ensure that relevant output and outcome indicators for CBI are systematically being collected and analyzed in a manner that will help to determine efficiency and effectiveness of CBI delivery as well as the appropriateness of the choice of modality and delivery mechanism.
11. Advise IOM Country Office, Sub-Offices and IOM partners on Risk Management for CBI implementation.
12. Contribute to project proposal preparation and prepare periodic and ad hoc reports on IOM's cash and voucher-based activities, including proposing operational improvements and potential future scope for IOM's CBI Programming.
13. Liaise with the CBI Unit in Geneva and relevant colleagues in the Regional Office and ensure compliance with IOM's policies and procedures for CBI Programming.
14. Coordinate and conduct capacity-building initiatives for other Programme staff involved in the planning and management of CBI and provide technical guidance in their work.
15. Ensure that cross-cutting issues, such as Gender-Based Violence, Disability Inclusion, Child Protection and Accountability to Affected Populations, are streamlined and considered across all the IOM CBI activities.
16. Undertake and oversee visits to view project sites and meet beneficiaries to ensure progress is made in the achievement of project objectives.
17. Perform such other duties as may be assigned.

Required Qualifications and Experience:

Education

- Master's degree in Economics, Social Sciences, Political Science 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

- Proven international experience in cash programming in humanitarian contexts, preferably across multiple sectors, including experience in emergency and conflict environments;
- Experience liaising with governmental authorities, other national and international institutions and NGOs and building effective local partnerships including with the private sector;
- Work experience in the Region would be an advantage; and,
- Previous experience working in an international organization and knowledge of the United Nations is essential.

Skills

- Ability to effectively represent IOM and its interests to key stakeholders;
- Ability to timely understand the Organization's structure and portfolios;
- Excellent knowledge of CBI in humanitarian emergencies and/or early recovery contexts, throughout the project cycle;
- Knowledge and understanding of key developments and actors within the humanitarian area;
- Proven ability to supervise, train and direct staff and operations in Sudan emergency contexts;
- Good knowledge of project development, management and evaluation concepts and procedures;
- Excellent managerial, communication, analytical and organizational skills;
- Excellent interpersonal skills, including negotiation, relationship management, influencing and networking;
- Ability to work effectively and harmoniously in a team of colleagues of varied cultural and professional backgrounds; and,
- Proficient level of computer literacy. Previous experience working in an international organization and knowledge of the United Nations is essential.

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 Arabic or another official UN language (Chinese, French, Russian, and Spanish) 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

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.

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 18 April 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 05.04.2024 to 18.04.2024

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.

Requisition: VN 2024 211 Project Officer (Cash-Based Initiatives) (P3) Port Sudan, Sudan (58771201)

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