

Position Title : Senior Programme Assistant (MRC)  
Duty Station : Geneina, Darfur  
Classification : G6  
Type of Appointment : Special Short-term graded contract, six months with possibility of extension.  
Estimated Start Date : As soon as possible  
Closing Date : February 23, 2023  
Reference Code : SVN 06 2023

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. 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 overall supervision of the Programme Officer and the direct supervision of Darfur Regional Coordinator the successful candidate will be responsible for coordinating day-to-day operation of the MRC in Geneina state.

**Core Functions / Responsibilities:**

1. Support consolidation and scale-up of the MRC operation in Darfur (Geneina) state by managing junior staff and undertaking programmatic, administrative, logistical tasks concerning the centre in coordination with the Programme Officer.
2. Garner support for and raise the profile of the MRC Darfur (Geneina) through undertaking necessary coordination and engagement with the local authorities, UN agencies, other development and humanitarian actors and stakeholders.
3. Map out the stakeholders who can be IOM's referral partners to provide assistance to vulnerable migrants and build partnerships with them, including formal partnerships through agreements.
4. Liaise with migrant communities based in Kassala to garner their support for the MRC Darfur (Geneina) activities and plan and carry out community engagement and capacity building activities.
5. Support the planning, implementation and monitoring of the activities relevant to the MRC Darfur (Geneina).

6. Collect, analyse and compile migration data/information derived from the operation of the MRC Darfur (Geneina) and share them with the Programme Officer and other relevant IOM staff on a regular basis and as required for donor reporting.
7. Track migration trends and identify MPA activity needs in the state through building effective work relationships with the relevant local authorities and other stakeholders and participation in the relevant cluster meetings.
8. Represent the MPA programme in relevant meetings with the local authorities, partners and UN agencies in Darfur state.
9. Provide assistance to the activities of other Migration Management programmes to be carried out in the state, including Immigration and Border Management and Counter-Trafficking, in close coordination with the relevant programme staff and through liaising with the relevant government agencies and extending administrative and logistical support in the field.
10. Undertake duty travels and field visits as required.
11. Perform such other duties as maybe assigned.

### ***Required Qualifications and Experience***

#### **Education**

- University degree in Social Sciences, Development Studies, Social Work or a related field from an accredited academic institution with at least four years of relevant professional experience-
- Master's degree in the above fields will be an advantage.

#### **Experience**

- At least four years of experience in project implementation on migration, social or development issues, preferably with UN agencies or other international organizations including international NGOs.
- Experience in stakeholder management, including liaison with authorities and working with NGOs as implementing partners.
- Experience in working on migration issues and/or with vulnerable migrants in Kassala or other eastern states is a distinct advantage.
- Experience in managing a small-scale team, preferably at a field office level, is a distinct advantage.

- Knowledge or practical experience in office administration and/or finance related work is an advantage.

## Languages

English and Arabic is Required.

## Required Competencies

**Values** – all IOM staff members must abide by and demonstrate these 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 – behavioral 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 action and delegated work.
- **Communication:** encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

## Other:

- Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.
- IOM has zero tolerance with discrimination and does not discriminate to HIV/AIDS status.
- This position is open to **ONLY** Sudanese nationals.
- **Vacancy close at 23:59 local time Khartoum, Sudan on the respective closing date 23.02.2023. No late applications will be accepted.**



***How to apply:***

Interested candidates are invited to submit their Resume via email: [sudancareer@iom.int](mailto:sudancareer@iom.int) , by February 23, 2023, at the latest, referring to this advertisement.

Only shortlisted candidates will be contacted.

***Posting period:***

[From 09.02.2023 TO 23.02.2023](#)

***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.