



Position Title: **Senior Programme Assistant - Migrant Protection & AVRR**  
Duty Station: **Port Sudan, Sudan**  
Classification: **G7**  
Type of Appointment: **Special Short-term graded contract, nine months with possibility of extension**  
Estimated Start Date: **As soon as possible**  
Closing Date: **May 05, 2024**  
Reference Code: **SVN 16 2024**

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 guidance of Head of Programme and the direct supervision of Programme Manager Migrant Protection and Return and Reintegration, the incumbent is responsible as a team leader to lead the Migrant Protection and Return and reintegration team in Port Sudan in implementing the MRRC like operation, Migrant Protection, Return and Reintegration (AVRR) activities.

**Core Functions / Responsibilities:**

1. Plan, implement, monitor, and report the migrant protection assistance portfolio carried out in Port Sudan under different MPx programmes and as such contribute proactively to implementing Migrant Resource and Response like operations in Port Sudan and reach out to the migrant population who are in need of direct assistance and Voluntary Humanitarian Return support.
2. Support the Programme Manager to complete the remaining reintegration case load of returnees in cash or in-kind reintegration in the county.
3. Provide VHR/AVR counselling and register prospective clients as per IOM due diligence process, support for prospective returnees in the state, engage in pre-departure logistical arrangements and liaise with relevant stakeholders for necessary consular support until the return process is organized and concluded.

4. Support the mapping of migrant protection partners and carry out referral mechanisms to migrants who are in need of different services such as medical assistance, mental health and psychosocial support, legal assistance, shelter, food and NFIs.
5. Contribute to overall development and maintenance of Migrant Protection work plans, implementation strategies, and expenditure plans to ensure timely implementation and achievements of project activities and results.
6. Ensure and supervise the reintegration team in developing the business plans for the economic reintegration assistance according to beneficiary needs and necessary reintegration processing and monitoring steps are followed in a timely manner.
7. Engage in and ensure appropriate coordination and information sharing within IOM Sudan.
8. Undertake duty travel as the need of the Migrant Protection Unit.
9. Contribute to drafting of donor and other reports and prepare regular briefings, summaries, press releases and other relevant information materials, as required.
10. Assist in conceptualizing and developing Migrant Protection programmes and identify anticipated synergies between thematic areas in close coordination with the Programme Manager and relevant colleagues in states.
11. Coordinate and liaise with government and non-government counterparts (NGO, Implementing Partners, etc.) to establish mutual benefits and partnership for smooth running of the Programme implementation and future potential activities.
12. Work with various ministries, departments, and agencies of the Government to contribute to the creation and continuation of technical working groups that will strengthen the Migrant Protection work in Port Sudan.
13. Perform any other duties as assigned by the direct supervisor.

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

#### **Education**

- University degree in Development, Management, Political or Social Sciences or a related field from an accredited academic institution with five years of relevant professional experience, or
- High School diploma from an accredited academic institution with seven years of relevant professional experience

### **Experience**

- Experience in the field of migration issues, including operational and field experience in IOM MRRC work, protection, direction assistance Return and Reintegration Programme implementation, M&E and reporting.
- Experience in liaising with governmental authorities, other national / international institutions and I/NGOs on matters related to migration issues and overall work and mandate of IOM.
- Experience IOM project management and in the monitoring and evaluation.
- Knowledge of Sudan and regional issues in the thematic areas is a distinct advantage.

### **Languages**

Fluency in Arabic and English is required (oral and written).

### **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 of 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.

**Managerial competencies** - Behavioral indicators – Level 2

- **Leadership:** Provides a clear sense of direction, leads by example, and demonstrates the ability to carry out the Organization's vision. Assists others to realize and develop their leadership and professional potential.



- **Empowering others:** Creates an enabling environment where staff can contribute their best and develop their potential.
- **Building Trust:** Promotes shared values and creates an atmosphere of trust and honesty.
- **Strategic thinking and vision:** Works strategically to realize the Organization's goals and communicates a clear strategic direction.
- **Humility:** Leads with humility and shows openness to acknowledging own shortcomings.

#### **Other**

- Any offer made to the candidate in relation to this vacancy notice is **subject to funding confirmation.**
- Only candidates residing in either the duty station or from a location in a neighboring province that is within commuting distance of the duty station will be considered.
- Appointment will be subject to certification that the candidate is medically fit for appointment. 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.
- Accommodation is not provided.
- This position is open to **ONLY Sudanese nationals.**
- **Vacancy close at 23:59 local time Khartoum, Sudan on the respective closing date. No late applications will be accepted.**

#### **How to apply**

Interested candidates are invited to submit their applications via email referencing subject as “**SVN 16 2024 Senior Programme Assistant - Migrant Protection & AVRR, Port Sudan**”.

Kindly send the following document to: [sudancareer@iom.int](mailto:sudancareer@iom.int)

1. Cover Letter
2. CV
3. PHF (Personal History Form)

**Any application that does not comply with the above-mentioned instructions will be automatically excluded from the process. Only shortlisted candidates will be contacted.**

#### **Posting Period**

From 25.04.2024 to 05.05.2024.

#### **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.