



Position Title	: <b>Field Security Associate</b>
Duty Station	: <b>Port Sudan, Sudan</b>
Classification	: <b>G5</b>
Type of Appointment	: <b>One-year fixed term with the possibility of extension.</b>
Estimated Start Date	: <b>As soon as possible</b>
Closing Date	: <b>October 3, 2023</b>
Reference Code	: <b>VN 21 2023</b>

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:**

The Office of Staff Security (OSS) is responsible for providing leadership on security policy management and Country Office operational support to enable effective implementation and delivery of IOM programmes and activities, while managing security risks at acceptable levels.

Under the overall supervision of the Field Security Officer FSO in Port Sudan and the direct supervision of the Regional Coordinator, and the technical supervision<sup>1</sup> of the Office of Staff Security (OSS) as represented by the Regional Security Officer (RSO) based in the Regional Office in Cairo, and the administrative supervision<sup>2</sup> of Regional Coordinator in Eastern Region, the successful candidate will be responsible for providing specialized support to enable IOM's activities and assist the Field Security Officer with all aspects of security risk management.

The incumbent will support the Field Security Officer in establishing and maintaining an appropriate level of security awareness in IOM Eastern region sub-offices.

**Core Functions / Responsibilities:**

- Establish and maintain effective working relationships with country United Nations Department of Safety and Security (UNDSS) office, host government agencies, and local authorities responsible for security, in order to obtain up-to-date security-related information that is beneficial to the Eastern region.
- Assist the Field Security Officer in collecting, updating, and communicating information regarding the security situation in Eastern region. Carry out the adequate gathering and verification of security information that may be required for a proper analysis of the situation.
- Support the Field Security Officer in the development and implementation of IOM Country Office-specific security plans including contingency and emergency response plans, Standard



Operating Procedures (SOPs), including providing security-related inputs into the Business Continuity Plan (BCP).

- Assist the Field Security Officer with the conduct of the Security Risk Management (SRM) and the monitoring of the security measures implementation as recommended in the Security Risk Management (SRM) process for the area of operation, in close coordination with the United Nations Department of Safety and Security (UNDSS).
- Provide support in conducting security evaluations and provide advice on Residential Security Measures (RSM) to IOM personnel, as well as on latest trends and threats to staff safety and security.
- Support the effective management of the Country Office Warden system, by maintaining updated staff lists, including call sign lists, and ensuring the overall operability of communications systems particularly SCAAN. Assist in ensuring that all relevant safety and security information is disseminated in a timely manner to IOM personnel.
- Assist in reporting security incidents affecting IOM personnel, premises, assets, and operational activities in Eastern Region. This includes providing support in the preparation of security reports such as Security Incident Reports and Weekly Reports.
- Provides support in organizing and conducting training courses on security awareness and preparedness and providing security orientation to newly assigned IOM personnel in the duty station. Conducts security briefings, as required.
- Maintain an orderly filing system for confidential correspondence, security files/documents. This includes maintaining a database on contact details of country UNDSS office and host country security authorities.
- In coordination with the Field Security Officer, implement IOM sub-offices security measures, verify that access control procedures are effective, and propose any necessary improvements.
- Provide assistance in the conduct and follow up of investigations and incidents affecting IOM personnel, premises and assets.
- Maintains liaison with commercial companies used for UN security offices and residences to facilitate the effective and efficient use of the guard force.
- In coordination with Field Security Officer, conduct regular visit to IOM sub-offices to provide necessary assistance and advise to IOM team and ensure necessary liaison with relevant stakeholders, including partner organizations and state/local authorities.



- Attend with and support the Regional Coordinator area security cell and ASMT meetings, closely coordinate with UNDSS and maintain regular contacts with Security Focal Points of UN agencies in the area of operation.
- Perform such other duties as may be assigned.

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

#### **Education**

- University degree in Security, Social Sciences, International Studies, Communications or a related field from an accredited academic institution, with four years of relevant professional experience; or
- Completed High School degree from an accredited academic institution, with six years of relevant professional experience.

#### **Experience**

- Relevant professional experience in the UN Security Management System (UNSMS) or an international NGO is an advantage;
- Experience in providing security orientation/briefing is desirable;
- Experience in dealing with law enforcement agencies is an advantage;
- Experience in the use of radio communications is highly desirable;
- Successful completion of the Field Security Associate course is an advantage.

#### **Skills**

- Excellent communication skills, both oral and written;
- Knowledgeable in Microsoft Applications (Word, Excel, PowerPoint and Teams) is required;
- Proven ability to collaborate with senior government security counterparts and civil, humanitarian and other relevant stakeholders; and the,
- Ability to work in a multi-cultural environment with a team of diverse professional backgrounds is required. The ability to handle a heavy workload efficiently with minimal supervision and understanding the importance of close teamwork is highly regarded.

#### **Languages**

- Fluency in English is required (oral and written).
- Fluency in the local language/s of the duty station is also required
- Working knowledge of any UN Official language(s) and/or language(s) identified by the Country Office.

### **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.
- **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** – 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.

### **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. 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 October 3, 2023, at the latest, referring to this advertisement.

Only shortlisted candidates will be contacted.



***Posting period:***

[From 26.09.2023 to 03.10.2023](#)

***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.