

VACANCY NOTICE



International Organization for Migration (IOM)
The UN Migration Agency

The International Organization for Migration is seeking qualified candidates holding **Turkish citizenship** for the following position based in Ankara, Türkiye.

Vacancy Notice Number:	VN#TR/2024/50
Position Title:	National Project Officer (Coordination)
Classification:	One Year Fixed Term Contract (NOB)- with possible extension
Duty Station:	Ankara - Türkiye
Eligibility:	Turkish Nationals
Deadline of Applications:	30 May 2024
Number of Vacant Positions:	1
Category:	Internal

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.

At IOM, we welcome applications from qualified professionals, irrespective of their race, religion, skin color, nationality, age, disability status, ancestry, sex, sexual orientation, gender identity or expression, marital status, family structure, mental health status, or any other characteristic.

Our policies encourage a workplace free from discrimination and any form of harassment. Qualified women are particularly encouraged to apply for this position. Read more about diversity and inclusion at www.iom.int/diversity

General Functions:

Under the overall supervision of the Deputy Chief of Mission (DCoM) in Ankara and direct supervision of the Senior Programme Coordinator (SPC); and, in collaboration with relevant thematic units in ROVIE, the successful candidate will be responsible and accountable for supporting the coordination of the teams implementing the 4-year, EU-Funded “Promoting Sustainable and Socially Inclusive Labour Market Integration” project.

Türkiye hosts the largest refugee population in the world, with over 4.6 million foreign nationals living in the country, including approximately 3.2 million Syrians under Temporary Protection (SuTPs) and around 300,000 Persons under International Protection (PuIPs). Given the considerable size and diversity of the migrant and refugee population, providing means for their social and economic integration is a very challenging process for both national and local authorities. Türkiye was also hit by a series of debilitating earthquakes in February 2023, which caused widespread displacement, damage and disruption in 11 provinces that already hosted half of the SuTPs and PuIPs in the country. The disaster affected the local labour market dynamics, skills needs and social cohesion in the region.

In response to the challenges, the “Promoting Sustainable and Socially Inclusive Labour Market Integration” project aims to increase formal employment of SuTPs, PuIPs and host community members and strengthen the harmonization process in Türkiye. The project will be implemented by the International Organization for Migration (IOM) in partnership with the Ministry of Labour and Social Security (MoLSS), the Social Security Institution (SSI) and the Presidency of Migration Management (PMM) of the Ministry of Interior. The project has a duration of 48 months.

The project will propose a two-prong approach that will ensure that targeted populations have improved levels of employability and are better integrated in their host communities. This will be done by strengthening the institutional capacities at the national and provincial level for delivering efficient employability and integration services for the targeted populations. The project will also promote respect for all groups, without distinction of race, gender, religion, colour, national origin, marital status, age, and physical disability, and pay special attention to the needs of vulnerable and disadvantaged groups, such as women, youth, and persons with disabilities.

The main beneficiary institutions of the project are MoLSS, SSI and PMM. The target groups of the project are government institutions, non-government institutions, employers, employability service users and private sector partners involved in the labour market and harmonization process. The final beneficiaries of the project are SuTPs, PuIPs and host community members.

Major Duties and Responsibilities:

1. In cooperation with the Senior Programme Coordinator, coordinate the overall implementation of the project including the oversight of the financial, logistical, administrative and technical aspects in accordance with IOM's policies, practices and global standards, relevant requirements, guidelines and grant agreements, and best practices in project management.
2. Monitor project implementation according to the work plan and schedule; document and evaluate results; identify the causes of deviations and bottlenecks and recommend and implement corrective actions.
3. Lead the coordination between multiple implementation and support units to achieve a synchronised and standardized implementation of activities, meeting deadlines and commitments to stakeholders.
4. Maintain a project communication plan, ensuring all stakeholders are kept engaged, consulted, or informed throughout the life of the project.
5. Contribute to donor reporting, public-facing materials, and ad-hoc stakeholder reports, including leading Steering Committee Meetings and other stakeholder engagements.
6. Liaise and coordinate with government entities, implementing partners, United Nation agencies, civil society, donors and other stakeholders.

Required Qualifications:

Education:

- Bachelor's degree from an accredited academic institution with four years of relevant professional experience; or,
- Master's degree with two years of relevant professional experience.
- Recognized Project Management qualifications, such as PRINCE2, APM, CAPM or PMP

Experience:

- Demonstrated experience in managing large budget projects.
- Experience in liaising with governmental authorities, national/international institutions, United Nations agencies and non-governmental organizations.
- Experience leading the implementation of EU projects, with experience on employment-related projects is an advantage.
- Prior experience with international humanitarian organizations, non-government or government institutions/organization in a multi-cultural setting is an advantage.
- Knowledge of the migration context in Turkiye, including programming related to Syrians under Temporary Protection and Persons under International Protection
- Knowledge of the employment, adult education, private sector development and harmonization sectors in Turkiye

Languages:

- Fluency in **English and Turkish** is required.
- Working knowledge of **Arabic** is advantageous.

Required Competencies

The incumbent is expected to demonstrate the following values and competencies:

Values

- **Inclusion and respect for diversity:**
Shows respect and sensitivity towards gender, culture, ethnicity, religion, sexual orientation, political conviction and other differences.
 - Encourages the inclusion of all team members and stakeholders while demonstrating the ability to work constructively with people with different backgrounds and orientations.
 - Promotes the benefits of diversity; values diverse points of view and demonstrate this in daily work and decision making.
 - Challenges prejudice, biases and intolerance in the workplace.
- **Integrity and transparency:**
Upholds and promotes the Standards of Conduct and Unified Staff Regulations and Rules.
 - Delivers on commitments; manages the organization's resources reliably and sustainably.
 - Embraces and encourages transparency, balancing this with the need for discretion and confidentiality as appropriate.
 - Maintains impartiality and takes prompt action in cases of unprofessional or unethical behaviour.
 - Does not abuse one's position and acts without consideration of personal gain. Is motivated by professional rather than personal concerns.
- **Professionalism:**
Demonstrates professional competence and mastery of subject matter and willingness to improve knowledge and skills.
 - Seeks to raise professional standards in self and others through daily work and activities.
 - Adapts quickly to change and is decisive and versatile in face of uncertainty.
 - Shows self-control and persistence when faced with difficult problems and remains calm in stressful situations.
 - Is conscientious and efficient in meeting commitments, observing deadlines, and achieving results.

Core Competencies – behavioural indicators *level 2*

- **Teamwork:**
 - 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 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:
 - 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:
 - 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:
 - 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.

Managerial Competencies¹ – behavioural indicators *level 2*

- Leadership:
 - Assigns responsibilities fairly and manages performance, taking account of individual strengths, workloads and interests.
 - Is inclusive in decision-making and actively seeks feedback from team members and colleagues in order to identify opportunities for improvement.
 - Takes sound and timely managerial decisions that are consistent with the Organization's vision and purpose.
 - Establishes and maintains relationships with a broad range of stakeholders to understand needs and gain support.
- Empowering others and building trust:
 - Delegates appropriately to make the most of others' talents, clarifying expectations and allowing autonomy in important areas while providing necessary support.
 - Encourages others to take responsibility for their performance; promotes ownership, responsibility and accountability for desired results at all levels.
 - Creates an atmosphere of trust and confidence in which others can talk and act without fear of repercussion.
 - Gives proper credit to others, shows appreciation and rewards achievement and effort.
- Strategic thinking and vision:
 - Aligns own actions to the Organization's vision, values and mandate.

¹ As applicable.

- Translates strategic direction into short and medium-term plans and objectives for own team; revises objectives to reflect changes in organizational goals.
- Identifies key issues/priorities in complex situations and how they may be related to one another.
- Clearly communicates links between the Organization's strategy and the work unit's goals.

Other:

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, accreditation, any residency or visa requirements, and security clearances.

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.

This is a local position and applications from candidates for non-Turkish citizens holding a valid residence permit residing in Türkiye might be considered.

Please be advised that female candidates are highly encouraged.

How to Apply:

Interested candidates are requested to submit their application including the most recent CV with a cover letter in English with contact details (name, position, phone and e-mail details) of three references by indicating name of the position applied with its VN number in the subject line of the e-mail to iomtrjobs@iom.int or to IOM Birlik Mahallesi Sehit Kurbanı Akboga Sokak No:24 Cankaya, Ankara by the end of **30 May 2024**.

Please note that only shortlisted candidates will be contacted.