



Organisation internationale pour les migrations (OIM)
L'organisme des Nations Unies chargé des migrations

VACANCY NOTICE

IOM TUNISIA: VATN/2019-003

National Project Officer

The UN agency for Migration – IOM Tunisia is looking for a **National Project Officer – Counter Trafficking** according to the terms of reference stipulated below. Interested candidates are invited to submit their applications PHForm, CVs and cover letter specifying the motivation for applications to Tunisrecruitment@iom.int no later than **18th January 2019**; indicating the reference code in the subject.

Please note that only short-listed candidates will be contacted

Position Title:	National Project Officer – Counter Trafficking
Duty Station:	Tunis, Tunisia
Classification:	NOA
Type of Appointment:	One Year Fixed Term Contract
Estimated Start Date:	ASAP
Reference Code:	VATN/2019-003

Organizational Context and Scope:

Established in 1951, the UN agency for Migration – 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.

Under the overall supervision of the IOM Tunisia Chief of Mission and the direct supervision of the Project Manager, Counter Trafficking / Migrant Protection and Assistance Project Manager, the successful candidate will be responsible for the planning, implementation, monitoring and reporting of Counter Trafficking activities, including those aimed at building the capacity of national actors to counter the crime and to protect its victims.

Core Functions / Responsibilities:

The successful candidate will be asked to :

1. Coordinate the implementation of a US Government funded counter-trafficking project, including its financial, administrative, and technical aspects, in compliance with IOM policies and standards, as well as donor requirements;

2. Plan, implement and monitor of counter-trafficking activities, with a particular focus on activities aimed at enhancing the capacity of national institutions and civil society actors, under the USG funded project as well as other projects implemented by under the IOM Tunisia, in close co-operation with the National Commission to Combat Trafficking in Persons;
3. Coordinate workshops, trainings, provision of technical assistance, and study tours for relevant Government and non-government partners to reinforce knowledge in the counter-trafficking thematic area, including for recruitment and selection of consultants as may be required, and act as trainer on specific aspects relevant to counter trafficking;
4. Plan and organize key events and coordination meetings under the project, such as the technical meetings, the project steering committee meetings, etc;
5. Support and provide guidance on case management for Victims of Trafficking detected by IOM and take the lead in their referral National Commission to Combat Trafficking in Persons;
6. Identify, promote and maintain partnerships between IOM Tunisia and relevant Government entities, other UN agencies and civil society partners to strengthen the referral networks and pathways for Victims of Trafficking in Tunisia;
7. Manage directly the staff and consultants working on capacity building on counter-trafficking and direct assistance to Victims of Trafficking, providing guidance and ensuring that staff are able to complete activities in line with project plans;
8. Develop and maintain counter trafficking work plans, implementation strategies, M & E and expenditure plans to ensure timely implementation and achievements of programme activities and results;
9. Oversee the provision of direct assistance to victims of trafficking, including medical assistance, psychosocial assistance, cash based support and income generating activities, in close coordination with the National Commission to Combat Trafficking in persons and other project partners;
10. Draft monthly, interim and final reports of the project in line with donor requirements and IOM standards and procedures to enable timely submission to donor;
11. Support with the strengthening of the IOM Tunisia missions Counter-Trafficking capacity, exploring potential entry points with relevant authorities and partner agencies for expanded collaboration on counter trafficking across the Tunisian territory;
12. Coordinate for the contracts with consultants and service providers, procurement of required items, ensuring the timely payment to all suppliers and timely support to project beneficiaries;

13. Produce regular briefings, summaries, press releases, visibility materials and other relevant information materials on the project, when required;
14. Represent IOM in relevant meetings with donors, United Nations (UN) and non-governmental organizations (NGOs), undertaking duty travel and field visits as required;
15. Perform such other duties as maybe assigned.

Required Competencies:

Inclusion & respect for diversity

Respects and promotes individual and cultural differences. Encourages diversity and inclusion wherever possible.

Integrity & 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.

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.

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 potential.

Empowering others & building trust

Creates an atmosphere of trust and an enabling environment where staff can contribute their best and develop their potential.

Strategic thinking & vision

Works strategically to realize the Organization's goals and communicates a clear strategic direction.

Required Qualifications:**Education & Experience:**

- Master's degree in Development, Management, Political, Law, Social Sciences, or a related field from an accredited academic or Bachelor degree in the above fields with two years of relevant professional experience;
- Experience with and a thorough understanding of issues pertaining to trafficking in Persons;
- Experience with direct assistance to and referral of victims of trafficking;
- Experience in coordinating with, government and non-government entities implicated in the fight against trafficking in persons;
- Experience in public speaking and in acting as trainer at trainings targeting governmental or non-governmental counterparts;
- Proven ability to establish and maintain strong working relations with relevant Government counterparts, UN agencies and nongovernmental organizations;
- Experience in drafting papers, briefings and communications material;
- Experience with proposal and report drafting;
- Experience with financial and administrative aspects of project management;
- Strong knowledge of computer applications, especially MS Word, Excel, Outlook and Access;
- Experience with project monitoring and evaluation;
- Knowledge of Tunisia and regional issues in the thematic area is a distinct advantage;
- Previous experience in international organization in an advantage;
- Must be a national of Tunisia.

Languages:

Fluency in French and Arabic (written and spoken) is required;
Good knowledge of English.

Posting period:

From **04.01.2019** to **18.01.2019**