

Position Title : **Chief of Mission (CoM)**

Duty Station : **Port Villa, Vanuatu**

Classification : **Professional Staff, Grade P3**

Type of Appointment : **Fixed term, one year with possibility of extension**

Estimated Start Date : **As soon as possible**

Closing Date : **16 May 2019**

*Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, 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. Applications from qualified female candidates are especially encouraged. For the purpose of the vacancy, the following candidates are considered as first-tier candidates:*

1. *Internal candidates*

2. *Qualified applicants from the following NMS countries:*

*Antigua and Barbuda; Bahamas; Cook Islands; Cuba; Cabo Verde; Djibouti; Fiji; Micronesia (Federated States of); Gabon; Grenada; Guinea-Bissau; Guyana; Iceland; Kiribati; Comoros; Saint Kitts and Nevis; Lao People's Democratic Republic (the); Saint Lucia; Lesotho; Libya; Montenegro; Marshall Islands; Mauritania; Namibia; Nauru; Papua New Guinea; Palau; Paraguay; Solomon Islands; Seychelles; Suriname; Sao Tome and Principe; Kingdom of Eswatini; Timor-Leste; Tonga; Tuvalu; Holy See; Saint Vincent and the Grenadines; Samoa*

## **Context:**

Under the overall supervision of the Regional Director (RD) for Asia and the Pacific in Bangkok, Thailand, the overall guidance of the Chief of Staff at Headquarters and the direct supervision of the Chief of Mission (CoM) in IOM Canberra, the successful candidate will be IOM's principal interlocutor with the Government of Vanuatu and relevant diplomatic and UN representatives, local and international Non-Governmental Organisation (NGOs) as well as private sector. S/he will be responsible and accountable for developing and promoting IOM's strategy and programming in Vanuatu within the overall regional framework.

## **Core Functions / Responsibilities:**

1. Oversee the operational, administrative, human resources and financial activities of the Mission, in compliance with relevant rules, regulations and procedures.
2. Maintain and further develop liaison with local governmental authorities and diplomatic missions, UN agencies, international, regional and non-governmental organizations. Liaise with donors and develop project proposals to ensure the continuity and sustainability of the program in Vanuatu.

3. Review and exchange information on activities, respond to queries and requests for information. Prepare regular and special reports, briefings, presentations and background information, including status, statistical and other types of reports.
4. Participate in appropriate coordination and programming mechanisms of the United Nations Country Team (UNCT)/UN Joint Presence Office (JPO), in particular with a view of advocating United Nations Development Assistance Framework (UNDAF) for addressing migration-related issues pertaining to Vanuatu and the Pacific region.
5. Participate in Humanitarian Country Team (HCT) when established and contribute and provide support to inter-agency planning process and the overall humanitarian strategy
6. Network with relevant local governmental authorities, potential donors, international organizations and other stakeholders and identify new programme opportunities and develop new project. Draft project documents or proposals in coordination with the Project Development Officer in Canberra for internal endorsement and submission to potential donors.
7. Collaboratively develop and/or implement fundraising strategies for the country and/or Pacific region in coordination with IOM Canberra.
8. Manage and monitor the implementation of ongoing projects and operations and prepare progress reports as required. Provide guidance and information to resolve problems, analyse operational procedures and project effectiveness and recommend improvements.
9. Analyse migration-related trends and issues in Vanuatu and assist the Government in defining relevant objectives and administrative structures within the context of Sustainable Development Goals (SDGs), Global Compact for Safe, Orderly and Regular Migration (GCM) and related UN Migration Network as well as IOM's Migration Governance Framework (MiGoF) and Migration Crisis Operations Framework (MCOF), etc.
10. Advise the Advisor and Coordinator for the Pacific in Canberra on government policies affecting the activities of IOM. Prepare briefings and provide background, country specific and other requested information on activities and developments.
11. In coordination with the relevant Units/Regional Thematic Specialists (RTSs) in the Regional Office for Asia Pacific (ROAP), facilitate and provide programme management support to Immigration and Border Management, Labour Migration and Human Development, Migrant Protection and Assistance including Counter Trafficking, Migration, Environment and Climate Change and Emergency Response, Post Crisis and Disaster Risk Reduction initiatives and Health and Mobility/Migration projects in the country.
12. Perform such other duties as may be assigned.

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

#### **Education**

- Master's degree in Political or Social Sciences, Business Administration, Law or a related field from an accredited academic institution with five years of relevant professional experience; or
- University degree in the above fields with seven years of relevant professional experience.

#### **Experience**

- Experience in the field of migration issues including operational and field experience, project development / office management;
- Experience on project management;
- Demonstrated expertise in both humanitarian and post- emergency operations, particularly on

displacement management due to climate change, and development contexts;

- Experience liaising with governmental and diplomatic authorities, as well as with national and international institutions;
- Proven supervisory and managerial experience;
- Experience working in the Pacific region is an asset;
- Knowledge of migration in the Pacific is an asset;
- Previous experience working with IOM and with UN specialized agencies an advantage.

## **Languages**

IOM's official languages are English, French and Spanish.

For this position, fluency in English is required (oral and written). Working knowledge of French and/or Spanish is an advantage.

## **Desirable Competencies:**

**Values** - all IOM staff members must abide by and demonstrate these three 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** – behavioural 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.

## **Managerial Competencies** – behavioural 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 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 and vision:** works strategically to realize the Organization's goals and communicates a clear strategic direction.

IOM's competency framework can be found at this link.

[https://www.iom.int/sites/default/files/about-iom/iom\\_revised\\_competency\\_framework\\_external.pdf](https://www.iom.int/sites/default/files/about-iom/iom_revised_competency_framework_external.pdf)

Competencies will be assessed during a competency-based interview.

***Other:***

Internationally recruited professional staff are required to be mobile.

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

The list of NMS countries above includes all IOM Member States which are non-represented in the Professional Category of staff members. For this staff category, candidates who are nationals of the duty station's country cannot be considered eligible.

Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and security clearances.

***How to apply:***

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by 16 May 2019 at the latest, referring to this advertisement.

For further information, please refer to:

<http://www.iom.int/cms/en/sites/iom/home/about-iom-1/recruitment/how-to-apply.html>

In order for an application to be considered valid, IOM only accepts online profiles duly completed.

Only shortlisted candidates will be contacted. You can track the progress of your application on your personal application page in the IOM e-recruitment system.

***Posting period:***

From 03.05.2019 to 16.05.2019

Requisition: VN 2019/113 (P) - Chief of Mission (P3) - Port Villa, Vanuatu (55955069) Released

Posting: Posting NC55955070 (55955070) Released