IOM International Organization for Migration

OPEN TO INTERNAL AND EXTERNAL CANDIDATES

Position Title	:	**Programme Officer (Shelter and Settlements)**
Duty Station	:	**Islamabad, Pakistan**

Classification	:	**Official, Grade P3**
Type of Appointment	:	**Fixed-term, one year with possibility of extension**
Estimated Start Date	:	**As soon as possible**

Closing Date	:	**April 27, 2012**

Reference Code :		**VN2012/23(O)-EXT**

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 has a proactive recruitment policy to increase the representation of nationals of non-represented member states. Qualified applicants from the following countries will be favourably considered:

Angola, Antigua and Barbuda, Bahamas, Belize, Benin, Cambodia, Cameroon, Cape Verde, Central African Republic, Comoros, Congo, Cyprus, Czech Republic, Djibouti, Dominican Republic, El Salvador, Gabon, Gambia, Guyana, Holy See, Honduras, Israel, Jamaica, Lesotho, Libya, Lithuania, Luxembourg, Madagascar, Maldives, Mali, Malta, Mauritania, Micronesia, Mongolia, Montenegro, Morocco, Namibia, Nauru, Niger, Nigeria, Paraguay, Rwanda, Seychelles, Slovenia, Somalia, South Sudan, Swaziland, Timor Leste, Togo, Trinidad and Tobago, Vanuatu, Yemen.

Applications from qualified female candidates are especially encouraged.

Context:

Under the direct supervision of the Chief of Mission in Islamabad and in coordination with the Emergency Manager, the successful candidate will be responsible for the design and development of IOM Pakistan Shelter and Settlements strategy; and act as an impartial cluster lead.

Core Functions/ Responsibilities:

1. Develop the overarching IOM Disaster Risk Management (DRM) strategy and implementation modalities through close collaboration with Shelter / Non Food Items (NFI) clusters, Camp Coordination and Camp Management (CCCM) cluster, the DRM working group, Humanitarian Communications, Public Private Partnerships, Government of Pakistan representatives at national and local levels, beneficiary communities and other relevant humanitarian stakeholders.

2. Design technical trainings for the DRM capacity building trainings, namely on Disaster Risk Reduction (DRR) construction techniques. Support the design and implementation of technical information outreach campaigns on DRR.

3. Coordinate the Shelter Cluster and lead the shelter cluster team (including but not limited to technical support, information management, Temporary Settlement Support Unit and the capacity building team.

4. Support the following objectives of the Shelter cluster team: a) provide leadership in emergency and crisis preparedness, response and recovery;   b) work in partnership to prevent and reduce shelter-related morbidity and mortality;   c)   ensure evidence-based actions, gap-filling and sound coordination;   d)   enhance accountability, predictability and effectiveness of shelter actions; and,   e) ensuring predictable action and a common strategy within the Shelter Cluster for the identification of gaps in the shelter sector and in the overall humanitarian response

5. Provide technical guidance and advocacy to cluster partners, technical advisers, government counterparts, donor communities and other clusters.

6. Responsible for identifying and building cooperative relationships and partnerships with a) key humanitarian organizations for the Shelter Cluster; b) other key partners, including national and provincial disaster management authorities, Relief Commissioners, Provincial and District authorities), national academic institutions (planning, statistics, engineering, architecture), and International Financial Institutions, and c) Office for Coordination of Humanitarian Affairs (OCHA) and relevant Clusters, particularly Health, Water, Sanitation and Hygiene (WASH), Protection, and Early Recovery Clusters.

7. Chair or, whenever applicable, co-chair Shelter Cluster coordination meetings, and ensure same at sub-national level if applicable; ensure proper establishment and working of ad-hoc working groups established by the Shelter Cluster, including a 'strategic advisory group'; 'a technical working group'; and representing all stakeholder groups.

8. Actively promote inclusion of all stakeholders in the Shelter Cluster by creating an enabling environment   for   their   participation   while   integrating   in programme implementation   the cross-cutting issues, utilizing participatory and community based approaches. In line with this, promote gender equality by ensuring that the needs, contributions and capacities of women and girls as well as men and boys are addressed.

9. Ensure that Shelter Cluster members work collectively in a spirit of mutual cooperation and   through   consensual   decision-making,   ensuring   complementarities   of   various stakeholders' actions as far as possible. Secure commitments from cluster members in responding to needs and filling gaps, ensuring an appropriate distribution of responsibilities within the cluster, with clearly defined focal points for specific issues as required.

10. Ensure Shelter Cluster members' awareness to relevant policy guidelines, technical standards and commitments that the Government has undertaken under international humanitarian and human rights law, to assure that shelter responses are in line with existing Inter Agency Standing committee (IASC) and IOM policy guidelines, technical standards, and relevant government human rights legal obligations.

11. Promote use of participatory mechanisms for monitoring of shelter programmes and outcomes and ensure the tracking of performance and humanitarian outcomes using agreed benchmarks, indicators, and data (disaggregated by age and gender) so as to provide a systematic accountable arrangement to assess the timeliness, coverage, and appropriateness of shelter-related humanitarian action, as well as wider humanitarian assistance, in relation to the targeted populations.

12. Provide leadership and guidance to the Shelter Cluster team in line with the cluster strategy, humanitarian response plan/framework and IOM rules and regulations.

13. Provide technical inputs and support the development of IOM programmes including research innovative and adequate techniques applicable or used in Pakistan.

14. Perform such other duties as may be assigned.

Desirable Competencies:

Behavioural

a)   takes responsibility and manages constructive criticism;   b)   works effectively with all clients and stakeholders;   c)   promotes continuous learning: communicates clearly;   d) takes initiative and drives high levels of performance management;   e)   plans work, anticipates risks, and sets goals within area of responsibility;   f)   displays mastery of subject matter;   g)   contributes to a collegial team environment;   h)   creates a respectful office environment free of harassment and retaliation, and promotes the prevention of sexual exploitation and abuse (PSEA);   i)   incorporates gender-related needs, perspectives, and concerns, and promotes equal gender participation;   j)   displays awareness of relevant technological solutions;   k)   works with internal and external stakeholders to meet resource needs of IOM.

Technical

a)   delivers on set objectives in hardship situations; b) effectively coordinates actions with other implementing partners; c) works effectively with local authorities, stakeholders, beneficiaries, and the broader community to advance country office or regional objectives.

Desirable Qualifications and Experience

a)   completed advanced university degree from an accredited academic institution, preferably in Civil Engineering, Architecture, Urban Planning, and/or Political Science;   b)   five years (or seven years for those with first level university degree) of practical experience in programme formulation and implementation at national and international levels;   c)   broad sector knowledge and/or field experience in the areas of coordination, shelter, disaster risk reduction and management, humanitarian reform;   d) experience in shelter related activities, preferably in natural disaster, and other displacement situations;   e) experience in liaising with governmental authorities, and with other national and international institutions;   f)   previous programme management, Shelter/CCCM experience preferred;   g)   experience working and implementing projects and advocacy tools on DRR constructions preferred;   h) familiarity with the region an advantage;   i) excellent information management skills.

Languages

Thorough knowledge of English. Working knowledge of Urdu or any local language an advantage.

NOTE:

1. The tenure of contract of staff members holding a regular contract will remain unchanged.

How to apply:

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by April 27, 2012 at the latest, referring to this advertisement.

For further information, please refer to: http://www.iom.int/jahia/Jahia/pid/165

In order for an application to be considered valid, IOM only accepts online profiles duly filled in and submitted with a cover letter not more than one page specifying the motivation for applications.

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

Posting period:

From 20.04.2012 to 27.04.2012

Requisition: VN2012/23(O)-Programme Officer (Shelter & Settlements) (P3)-Islamabad, Pakistan (54427705) Released
Posting: VN2012/23(O)-Programme Officer (Shelter & Settlements) (P3)- Islamabad, Pakistan (54427708) Released