

NATIONAL PROJECT OFFICER (PSEA) ~ COLOMBO

Open to Internal and External Candidates

Organizational Unit	: CHIEF OF MISSION'S OFFICE
IOM Classification	: NATIONAL PROJECT OFFICER (PSEA)
Duty Station	: COLOMBO
Salary Per Month	: 327,181.20 (NO-A)
Type of Appointment	: CONTRACT BASIS (Special Short Term Contract)
Estimated Start Date	: AS SOON AS POSSIBLE
Closing Date	: JUNE 27, 2022

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 government 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:

Under the direct supervision of the Chief of Mission and in close coordination with the Prevention of Sexual Exploitation, Abuse and Sexual Harassment (PSEAH) technical support team and other experts, the incumbent will be responsible for supporting and facilitating the technical oversight and day-to-day management of IOM Sri Lanka's activities related to prevention and response to sexual exploitation and abuse (PSEA).

Core Functions / Responsibilities:

PSEA COORDINATION:

1. Provide inputs for the development of an operational PSEA Work Plan for IOM Sri Lanka, in line with IOM's PSEA Strategy, the Inter Agency Standing Committee's (IASC) PSEA Minimum Operating Standards (MOS), and the UN Country Team's (UNCT) country level framework and work plan, through strategic workshops with IOM Heads of Units and other senior management at the country and programmatic levels, as assigned.
2. Assist the Chief of Mission in ensuring the resulting work plan is detailed and operational with clear actions, roles and responsibilities to deliver on the actions, timeframes, technical and resource requirements, and internal reporting requirements.
3. Provide technical inputs for the inclusion of PSEA within IOM Country Office Strategy, programming, risk mitigation and management, planning, reporting, monitoring and evaluation and budgeting; Contribute to the development of PSEA programming and liaison with relevant donors, as assigned.
4. Provide guidance and support to project developers and managers to integrate PSEA components within IOM projects and programmes.
5. Actively participate to the in-country *interagency* PSEA Network (support in the development of the collective PSEA workplan, risk management plan, PSEA Strategies, etc.), as well as actively participate within IOM internal and other interagency PSEA communication and coordination initiatives.
6. Participate and provide inputs to the PSEA Network to develop Standard Operating Procedures (SOP)¹, and establish an inter-agency Community-Based Complaint Mechanism, incorporating existing IOM complaint and feedback mechanisms (CFM) and in line with PSEA and combatting Gender Based Violence (GBV) good practice².
7. Participate and provide technical assistance in the establishment of an inter-agency community-based complaints mechanism (in coordination with the Accountability to Affected Populations Unit in HQ), in coordination with the interagency PSEA Network, programme managers and relevant IOM units, as well as with communities and implementing partners as appropriate.

¹ IASC Global Standard Operating Procedures on Inter-Agency Cooperation in Community-Based Complaint Mechanisms, 2016 <https://aap-inclusion-psea.alnap.org/help-library/iasc-global-standard-operating-procedures-on-inter-agency-cooperation-in-community> IASC Global Standard Operating Procedures on Inter-Agency Cooperation in Community-Based Complaint Mechanisms, 2016 <https://aap-inclusion-psea.alnap.org/help-library/iasc-global-standard-operating-procedures-on-inter-agency-cooperation-in-community>.

² Good practices in setting up systems for inter-agency referrals of SEA complaints and victim assistance, are found in the IASC [Best Practice Guide](#) and the GBV AoR's [Handbook for Coordinating Gender-Based Violence Interventions in Emergencies](#) Chapter 1.8.

8. In close coordination with the Chief of Mission and relevant colleagues, work closely with Focal Points at the IOM Regional Office and HQ to support IOM Sri Lanka prevention, mitigation and response mechanisms are in line with IOM's global PSEA Strategy.
9. Provide specific assistance to IOM Teams, programmes and units to ensure the mitigation of SEA risks are developed, embedded and strengthened within all IOM programming and within Human Resources practices.
10. At all possible opportunities (during relevant trainings, in staff and programme meetings, through newsletters, in email messages, etc) continually share key messages on PSEA, including mandatory reporting requirements within the Country Office and programming, in close coordination with the Chief of Mission and relevant colleagues.

PREVENTION:

11. Analyze, compile and draft specific Country-wide SEA risk assessment report to identify locations and programmes with the highest SEA risk; ensure that appropriate mitigation and response strategies within IOM programming and operations.
12. Participate in the development of a training plan and coordinate the delivery and organization of PSEA trainings for IOM staff and related personnel, implementing partners³, key institutional stakeholders; Support the work of identified PSEA Focal Points within Country to deliver key messaging and trainings as appropriate.
13. On a yearly basis, provide an update on the number of staff, non-staff trained, contractors, implementing partners, and service providers trained in the Country Office on PSEA, in an effort to track compliance and facilitate the management of training delivery and refresher courses, in coordination with HR. Support the registration of all participants (staff and non-staff) within the IOM system and the delivery of certificates.
14. Participate to the development of communication and awareness-raising strategies and tools to ensure appropriate PSEA messaging and knowledge on prohibited behaviors as well as how to report allegations of misconduct, including SEA within communities and amongst beneficiaries; facilitate the localization of SEA messaging.
15. Map existing community engagement projects in Country Office and work with project leads to insert PSEA messages and/or gather community input where appropriate.

RESPONSE:

16. Participate and provide inputs for the development of PSEA proposals and support the mainstreaming of PSEA within IOM programming; coordinate closely with institutional partners, governments, donors, and communities on PSEA needs and responses, as assigned.
17. Support the development and provide inputs to reporting on PSEA and communication to highlight IOM's PSEA work within programming.
18. Provide inputs for the development and mapping of Country-specific interagency victim assistance pathways and/or existing IOM programmes to refer victims for assistance and other support services.
19. Coordinate referrals for victim assistance in coordination with gender-based violence and/or protection colleagues and support the strengthening of victim services within country and/or programming.
20. Undertake duty travel as required.

Required Qualifications and Experience

Education

- Master's Degree in Law, International Relations, Psychology, Social Sciences, Development Studies and Planning or a related field, or;
- Minimum two (02) years of related professional experience with a bachelor's degree in any of the above fields.

Experience

- Experience in the fields of sexual exploitation and abuse, protection, child protection, gender-based violence, accountability to affected populations (AAP), gender mainstreaming and/or humanitarian affairs will be highly advantageous.
- Coordination experience within the UN system and amongst interagency partners, including governments, NGOs, and communities is desired.
- Experience in organizing and facilitating PSEA trainings, in particular, capacity-building and communication materials to promote behaviour change will be advantageous.

³ Ensure management are aware of the [UN Protocol on Allegations of Sexual Exploitation and Abuse involving implementing partners](#) and accompanying partner assessment, and support as needed.

- Experience in undertaking PSEA risk assessments, in coordination with communities, partners, and UN and other key stakeholders is desired.
- Experience in policy and proposal development and the creation of standard operating procedures and tools.

Skills

- Demonstrated ability to work across a wide variety of sectors/teams on cross-cutting themes.
- Good written and oral communication skills, effective in representation and liaison with external partners.
- Ability to organize work, work independently and prioritize work under pressure, coordinate multiple tasks, maintain attention to detail, and coordination with a variety of stakeholders.

Languages

Fluency in **English** and **Sinhalese / Tamil** is required; Fluency in all three languages is advantageous.

Required Competencies

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 and 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.

*As Applicable

Other

Appointment will be subject to certification that the candidate is medically fit for appointment and successful reference checks.

Women with the above qualifications are encouraged to apply.

How to apply:

Interested candidates are invited to submit their applications with the following documents:

- a. Detailed bio data
- b. Cover letter including two work related referees (non-related)
- c. Pre-screening form ([here](#))

Kindly submit your application via email to HRSRILANKA@iom.int indicating position applied on subject line by **Monday 27th June 2022**.

Only shortlisted candidates will be contacted.

Posting period:

From 14.06.2022 to 27.06.2022