



International Organization for Migration (IOM)  
The UN Migration Agency

## **SPECIAL VACANCY NOTICE IOM/JUBA/SVN2022/39**

### **Open to Internal and External Candidates**

Position Title : **National Project Officer – HLP Shelter & Settlement**  
Duty Station : **Juba, South Sudan**  
Classification : **NO-A (1)**  
Type of Appointment : **Special Short Term, 6 months with a possibility of an extension**  
Estimated Start Date : **As soon as possible**  
Closing Date : **October 11, 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 governments 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.

### **Scope and Context.**

IOM in South Sudan has a broad range of programming centered around three broad areas: Humanitarian Coordination and Support; Humanitarian response and Resilience; and Peacebuilding, Transition, and Development. Humanitarian Coordination and support includes leading/co-leading the Camp Coordination and Camp Management (CCCM) and Shelter and Non-Food Items (NFI) Clusters, Displacement Tracking Matrix (DTM), Water, Sanitation and Hygiene (WASH) and management of WASH and Shelter and NFI Core-pipelines, Humanitarian Hubs and common transport services. Humanitarian response and Resilience includes CCCM, WASH, Shelter & NFI, Health, Protection, Gender equality and inclusion, Mental health and Psychosocial support and the Management of a Rapid Response Fund. Under Peacebuilding,

Transition and Development, IOM South Sudan implements programming on Housing, Land and Property Page issues, Transition and Recovery, Transhumance conflict prevention, Community-based violence reduction, Community development and Migration Management.

Under the overall supervision of the Shelter & Settlement Program Manager, the incumbent is accountable for undertaking Shelter and Settlement – Housing, Land and Property (HLP) activities and coordination in relation to IOM's Shelter/NFI programs at the State and National levels.

The National Project Officer for HLP role will help increase IOM South Sudan capacity to address the HLP issue through direct intervention, liaison with relevant authorities, referrals, capacity building of relevant authorities, training of frontline staff, and the development of practices and procedures to mitigate risks and increase the security of tenure for programme beneficiaries.

### **Responsibilities and Accountabilities.**

1. Provide recommendations to Program Manager on land disputes risk mitigation; support integration of HLP in programme activities and facilitate inclusion of targeting criteria for identifying vulnerable populations from a tenure security perspective, such as women, marginalized ethnic groups, tenants, and the landless.
2. Support regular liaison with organizations, network and community groups to encourage participation in, support for and a better understanding of the HLP program activities
3. Support organization of training and staff capacity building in conducting HLP due diligence that will include protocols for clarifying land tenure status, legal and institutional frameworks identifications, understanding of the local practices on land tenure, and traditional land dispute resolution mechanisms.
4. Assist IOM programmes and staff in the field to identify the government institutions and local committees in charge over the land tenure and land management,
5. Collaborate with relevant Ministry; assist in development of capacity building plans and operationalization of HLP appropriate guidance approved by the government
6. Maintain case management process through database of land issues in target locations which will include background, the identity of claimants, existing means of proof, witness accounts, information from the authorities, agreements, decisions and any other relevant data.
7. Provide technical support to the most vulnerable beneficiaries in complain of their HLP documentations and coordinate administrative and legal pressmen of HLP cases
8. Develop data collections tools in compliance with existing SoPs of IOM South Sudan HLP SoPs and best global practices
9. In coordination with IOM Protection, promote and facilitate mainstreaming of Gender sensitivity in Housing, Land and Property issues in South Sudan,
10. Provide technical guidance and support to frontline teams in the field to conduct HLP assessments on land tenure, right holders (“owners”), and to obtain and verify certificates, ‘land books’, lease agreements and any other relevant tenure documents.
11. Provide technical support to drafting of contracts, MoUs, lease agreements, and other documents to increase security and tenure clarity.
12. Participate in various HLP relevant forums and serve as technical lead on HLP issues for the country office.

13. Prepare HLP relevant progress reports, SoPs, monitor program progress and document lessons learnt.
14. Provide technical support to Shelter and NFI cluster partners on HLP and build their capacity in mainstreaming HLP in overall programming
15. Any other related function as assigned by the supervisor

**Desired qualifications:**

*(Education and experience)*

- Postgraduate Diploma or master's degree from an accredited institution in International Law, Land and Property, shelter and settlements and urban planning

**Experience.**

- At least two years of experience in HLP, practising land laws and working with humanitarian organizations.
- A good understanding of South Sudan government affairs, Laws and the functioning of National, State, and local level institutions is highly desirable. In addition, experience liaising with State administration institutions, government officials, and courts are desirable.
- Good analytical and facilitation skills for conducting assessments and able to analyze various data to provide comprehensive protection reports
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- Experience in organizing and facilitating training.
- Experienced and familiar with protection and other cross-cutting issues like age, gender, diversity, disability, and environment.
- Knowledge and proficiency in the use of Microsoft Office applications (MS Word, Excel, and Outlook)

**Required Competencies.**

***Behavioral.***

- **Accountability:** Accepts and gives constructive criticism, follows all relevant procedures, processes, and policies, meets deadline, cost, and quality requirements for outputs, monitors own work to correct errors, Takes responsibility for meeting commitments and for any shortcomings.
- **Client Orientation:** Identifies the immediate and peripheral clients of own work, Establishes, and maintains effective working relationships with clients, keeps clients informed of developments and setbacks.
- **Continuous Learning:** Contributes to colleagues' learning, demonstrates interest in improving relevant skills, demonstrates interest in acquiring skills relevant to other functional areas, Keeps abreast of developments in own professional area.
- **Communication:** Actively shares relevant information, clearly communicates, and listens to feedback on, changing priorities and procedures, writes clearly and effectively, adapting wording and style to the intended audience, listens effectively and communicates clearly, adapting delivery to the audience

- Creativity and Initiative, actively seeks new ways of improving programmes or services, expands responsibilities while maintaining existing ones, persuades others to consider new ideas, proactively develops new ways to resolve problems.
- Leadership and Negotiation, convinces others to share resources, actively identifies opportunities for and promotes organizational change, presents goals as shared interests, articulates vision to motivate colleagues and follows through with commitments.
- Performance Management Provides constructive feedback to colleagues, identifies ways for their staff to develop their abilities and careers, provides fair, accurate, timely, and constructive staff evaluations, uses staff evaluations appropriately in recruitment and other relevant HR procedures.
- Planning and Organizing; Sets clear and achievable goals consistent with agreed priorities for self and others, identifies priority activities and assignments for self and others, Organizes and documents work to allow for planned and unplanned handovers, identifies risks and makes contingency plans, adjusts priorities, and plans to achieve goals, Allocates appropriate times and resources for own work and that of team members.
- Professionalism, Masters subject matter related to responsibilities, identifies issues, opportunities, and risks central to responsibilities, incorporates gender-related needs, perspectives, and concerns, and promotes equal gender participation, Persistent, calm, and polite in the face of challenges and stress, treats all colleagues with respect and dignity, Works effectively with people from different cultures by adapting to relevant cultural contexts.
- Displays availability outside of regular hours to respond to challenges, Knowledgeable about and promotes IOM core mandate and migration solutions, Personal commitment, efficiency, flexibility, and drive for results.
- Teamwork: Actively contributes to an effective, collegial, and agreeable team environment, contributes to, and follows team objectives, gives credit where credit is due, seeks input and feedback from others, Delegates tasks and responsibilities as appropriate, actively supports and implements final group decisions, Takes joint responsibility for team's work.
- Technological Awareness: Learns about developments in available technology, proactively identifies and advocates for cost-efficient technology solutions, understands applicability and limitation of technology and seeks to apply it to appropriate work.
- Resource Management establishes realistic resource requirements to meet IOM need.

## **Technical**

- Sensitivity to the needs and priorities of different sectors of the community.
- Familiarity with the culture of the affected population, ability to develop respect from a wide range of people and strong ability to communicate effectively on hygiene matters.
- Good oral and written reporting skills.
- Diplomacy, tact, and good communication skills.
- Training/counterpart development skills and personnel management skills.
- Ability to work well in a team in difficult circumstances.

**Languages:**

Thorough knowledge of English, Arabic, and working knowledge of local languages essential.

**Method of application:**

Interested candidates are required to complete the information in this link <https://ee.humanitarianresponse.info/x/#Yi5g> and submit a letter of motivation and curriculum vitae marked “**National Project Officer- HLP Shelter & Settlement**” through e-mail: [vss@iom.int](mailto:vss@iom.int). Applications need to reflect the position title and vacancy number on the subject line.

**Note: Incomplete applications will not be considered valid.**

**Women are highly encouraged to apply.**

**Deadline for applications: 11 October 2022. Only short-listed applicants will be contacted.**

**Posting period: 27 September 2022 –11 October 2022**