



International Organization for Migration (IOM)
The UN Migration Agency

SPECIAL VACANCY NOTICE IOM/JUBA/SVN2022/22

Open to Internal and External Candidates

Position Title : **Senior M&E Assistant**

Duty Station : **Juba – South Sudan**

Classification : **General Service Staff, Grade 6**

Type of Appointment : **Special Short-Term Contract, 6months with possibility of an extension**

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

Closing Date : **23 June 2022**

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

IOM is committed to a diverse and inclusive environment. External and internal candidates are eligible to apply for this vacancy. For the purpose of the vacancy, internal candidates are considered as first- tier candidates.

IOM in South Sudan has a broad range of programming centred 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 issues, Transition and Recovery, Transhumance conflict Prevention, Community-Based violence reduction, Community Development and Migration Management.

Under the overall supervision of the IOM South Sudan Head of Operations and direct supervision of the Programme Coordinator Rapid Response Fund (RRF) and working closely with the sectorial leads, the successful candidate will be responsible for monitoring and reporting on various aspects of IOM South Sudan Rapid Response Fund programming

1. Act as senior monitoring assistant for IOM South Sudan Rapid Response Fund (RRF) programming.
2. Provide regular monitoring reports on IOM RRF's activities and achievements to complete donor reports, updates and other external information products (for e.g. success stories)
3. Conduct regular site visits to monitor projects are progressing as reported and as per the agreed narrative, indicators and work plan and provide recommendations to streamline implementation.
4. Keep track and provide reports on any challenges and delays identified and suggest corrective measures.
5. Assist with rapid assessments, baseline surveys, KAP surveys, and other assessments to improve program design
6. Provide guidance and training to staff in the unit.
7. Perform such other duties as may be assigned

Desirable Qualifications;

Education;

- University degree in International Business Administration, Political, Social Science, International Relations, Law, Labour relations or alternatively an equivalent combination of relevant training with 4 years of experience

Experience;

- Experience in Monitoring and Evaluation in South Sudan.
- Prior experience working with a United Nations agency, in insecure environments
- Knowledge of South Sudan and working with internally displaced people, and working in emergency content
- Excellent operational, organizational and communication skills and the ability to work harmoniously with other colleagues from diverse backgrounds
- Proven experience in drafting reports, and other information products
- Strong computer skills, specifically hands-on experience in usage of MS Office; MS Publisher, Access
- Strong computer skills, specifically hands-on experience in usage of MS Office, particularly EXCEL, MS WORD and Outlook
- Excellent operational, analytical, organizational and communication skills
- Proven skills/experience in report-writing

Desirable Competencies.

Behavioral;

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

- 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

- 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: work strategically to realize the Organization's goals and communicates a clear strategic direction.

Technical Competencies

- Delivers on set objectives in hardship situations
- Effectively coordinates actions with other implementing partners
- Works effectively with authorities, stakeholders, beneficiaries, and the broader community to advance the global objective

Languages:

Thorough knowledge of English language is required. Knowledge of local languages is 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 "**Senior M&E Assistant**" IOM Office Juba through e-mail: vss@iom.int. Applications needs to reflect the position title and vacancy number on the subject line. **Strictly On-line Applications will only be accepted.**

Note: Incomplete applications will not be considered valid.

Women are highly encouraged to apply.

Posting Period: 09 June 2022 to 23 June 2022