



IOM International Organization for Migration
OIM Organisation internationale pour les migrations
OIM Organización Internacional para las Migraciones

SPECIAL VACANCY NOTICE

I. POSITION INFORMATION	
SVN No:	SVN/IOMSO/082/2014
Position title	WASH - Programme Assistant
Position grade	Ungraded equivalent to G4/01 (US\$1,080.89 P.M.)
Duty station	Luuq – 100% work time
Duration	9 months with a possibility of extension
Type of contract	Special contract under 3 rd party contractor
Job family:	Migration Health
Organizational unit:	Migration Health Division (MHD)
Reporting directly to	WASH project manager
Overall supervision by	Health Programme Coordinator
II. ORGANIZATIONAL CONTEXT AND SCOPE	
<p>With the existing Water, Sanitation and Hygiene Promotion (WASH activities in IOM Somalia mission and three years of implementation and presence in migration health in Somalia, the Migration Health Division (MHD) of IOM Somalia is scaling up its migration health programme in Somalia, particularly in the areas of Water, Sanitation and Hygiene to support the vulnerable migrants and mobile populations (MMPs) and their affected host communities.</p> <p>In this context, IOM is seeking for an experienced, talented and enthusiastic public health (WASH) expert who is willing to contribute to the area of migration health in Somalia.</p> <p>Under the overall supervision of the Health Programme Coordinator (MHD) and the direct supervision of WASH (Water, Sanitation and Hygiene) technical team and health program officer and in close collaboration with other units of IOM Somalia, such as Livelihood, Migration and Development unit, Transition Initiatives for Stabilization (TIS) and Operations, the successful candidate will be responsible for supporting IOM projects, coordinating and liaising with local authorities, NGOs, UN and Monitoring & Evaluation and the implementation of the project activities in Luuq, and surrounding areas.</p>	
III. RESPONSIBILITIES AND ACCOUNTABILITIES	
<ol style="list-style-type: none">1) Closely coordinate with the local authority, clarifying plans and implementation status as well as technical issues that may need to be addressed as well as in representation of IOM in regional cluster coordination meetings (WASH, Health, Food Security etc.) with UN agencies and NGOs.2) Assist supervision, monitoring and evaluation of WASH/Health implementing partners in consultation with the MHD team, including drafting the partnership agreements, coordinating with IOM projects in Gedo, especially at Luuq, on funding disbursements, assisting in collection of the narrative and financial reports related to conducted activities from the local implementing partners as per IOM and donor guidelines keeping in mind the work plan and expected outputs.3) In consultation with the WASH team, Health Field coordinator in Doolow and health program officer, support implementation of IOM WASH and Health interventions in Luuq through consultation with all stakeholders, identifying the gaps and challenges.4) Support implementing partners in the implementation and monitoring of project and activities in close collaboration with relevant local authorities.5) Undertake regular field visits to monitor and review the performance implementing partners along with their work plan.	



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- 6) Support monitor MHD project in Luuq through physical verification and reports from and meetings with implementing partners. Identify challenges in implementation. If any, suggest corrective measures to be taken and consult with the wash technical team and health program officer.
- 7) Follow up timely disbursements of funding to implementing partners as per the agreements and control utilization against budget; if necessary, initiate procurement of goods and services for activities in accordance with the IOM procurement guidelines.
- 8) Support compile progress of WASH and health activities for internal and external reports of IOM, clarifying outputs, achievements, challenges, corrective measures taken as well as future plans.
- 9) Assist Project Manager in periodical communication with the donor as well as the media, taking due consideration of security contexts of Somalia, and actively seek for potential funding opportunities in coordination with PDIU.
- 10) Support logistics and administration when IOM staffs come to visit Gedo region.
- 11) Ensure all mandatory steps, as stipulated by UNDSS, are complied with before undertaking any field visits.
- 12) Performs such other duties as may be assigned from time to time.

IV. COMPETENCIES

The incumbent is expected to demonstrate the following technical and behavioural competencies.

Behavioural

a) Works effectively in high-pressure, rapidly changing environments, b) manages constructive criticism, c) works effectively with all clients and stakeholders d) Proactively develops new ways to resolve problems e) Establishes and maintains effective relationships with implementing partners, f) plans work, anticipates risks, and sets goals within area of responsibility, g) Seeks input and feedback from others, h) Persistent, calm, and polite in the face of challenges and stress, i) Clearly communicates, and listens to feedback on, changing priorities and procedures, k) works with internal and external stakeholders to meet resource needs of IOM.

Technical

a) Delivers on set objectives within specified time, b) effectively coordinates actions with other implementing partners, c) works effectively with local authorities, stakeholders, beneficiaries, and the broader community to advance country office objectives.

V. EDUCATION AND EXPERIENCE



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1. Diploma in water engineering, public health or related field. Degree in admin or related field as asset.
2. A minimum of four years of experience working in WASH and/or health issues in emergency, community development, or related field in repetitive aid organization in Somalia or with Somali migrants and mobile populations, preferably in Doolow or Luuq area.
3. Experience in administrating large amount of funding.
4. Experience in liaising with government and local authorities particular in Gedo is asset.
5. Experience in monitoring and evaluation of project performance
6. Good knowledge of Microsoft Office and internet applications, knowledge of SPSS, is an asset.
7. Qualitative study is an asset.

VII. LANGUAGES

Required

English and Somali

Fluent

Advantageous

Arabic

Method of Application: Interested candidates should submit CV and a cover letter indicating the Vacancy Notice Number, with three professional references and contacts (email or telephone) to: recruitmentsomalia@iom.int

Closing date: 22 September 2014

ONLY SHORT-LISTED APPLICANTS WILL BE CONTACTED.