

Job Description

Introduction

Established in 1951, IOM is a Related Organization of the United Nations and the leading UN agency in the field of migration. Working closely with governmental, intergovernmental and non-governmental partners, IOM promotes humane and orderly migration for the benefit of all. It saves lives and protects people on the move, drives solutions to displacement, and facilitates pathways for regular migration, while providing services and advice to governments and migrants.

IOM is committed to fostering a respectful, inclusive and supportive workplace where all employees can thrive professionally and feel valued. By creating such an environment, IOM aims to better harness the full potential of migration and strengthen its support to people on the move.

IOM invites candidates from diverse backgrounds to apply and provides reasonable accommodation throughout the recruitment process when required. Learn more about IOM's workplace culture at [IOM workplace culture | International Organization for Migration](#).

Applications are welcome from first- and second-tier candidates, particularly qualified female candidates as well as applications from the non-represented member countries of IOM. For all IOM vacancies, applications from qualified and eligible first-tier candidates are considered before those of qualified and eligible second-tier candidates in the selection process.

For the purpose of this vacancy, the following are considered first-tier candidates:

1. Internal candidates
2. Candidates from the following IOM Member States that are not represented among staff members in the Professional and higher categories:

Bahamas, Barbados, Comoros, Congo (the), Cook Islands, Dominica, Federated States of Micronesia, Grenada, Guinea-Bissau, Holy See, Iceland, Israel, Kiribati, Marshall Islands, Namibia, Nauru, Palau, Saint Kitts and Nevis, Saint Lucia, Samoa, Sao Tome and Principe, Seychelles, Solomon Islands, Suriname, Timor-Leste, Tonga, Trinidad and Tobago, Tuvalu, Vanuatu

Second tier candidates include:

All external candidates, except candidates from non-represented member states of IOM.

Organizational Context and Scope

IOM Central African Republic (CAR) in close coordination with the Government of Central African Republic (GOCAR) aims to promote stability, the extension of state presence and community resilience within recovering communities in Central African Republic. Through collaboration with local and national authorities, communities, civil society and private sector, the programme will provide a rapid and flexible mechanism to support stabilisation and solutions priorities such as improved infrastructure, essential services, and the promotion of social cohesion particularly in hosting and return communities. Meeting key migration management and solutions-oriented priorities, the programme aligns with the CAR National Development Plan, the National Durable Solutions Strategy, and the UN Sustainable Development Cooperation Framework.

Under the overall guidance of the Chief of Mission (CoM) the direct supervision of the Programme Manager (Community Stabilisation), and in close coordination with the programmes support unit, the Programme Coordinator (Livelihoods) will be responsible for developing and implementing strategic interventions that promote sustainable livelihood, economic recovery and resilience for affected populations.

Responsibilities

Responsibilities and Accountabilities

1. Develop, plan, and manage the implementation of livelihood programmes in CAR, ensuring alignment with IOM's livelihood approach and objectives. Conduct comprehensive assessments to identify the livelihood needs, opportunities, and challenges faced by affected populations in different regions of CAR, employing participatory methods and engaging with communities to ensure their active involvement.
2. Develop context-specific intervention strategies that consider market systems, value chains, and employment opportunities in CAR. Utilize tools such as market assessments, value chain analysis, and sustainable livelihood frameworks to inform programme design. Ensure a holistic approach that incorporates income generation activities, skills development, vocational training, entrepreneurship support, access to finance, and support for small and medium-sized enterprises (SMEs).
3. Oversee the implementation of livelihood projects, ensuring adherence to established monitoring and evaluation frameworks. Regularly review project progress and adjust implementation strategies as necessary. Foster coordination and collaboration among relevant stakeholders, including government entities, donors, UN agencies, NGOs, private sector actors, and community-based organizations.
4. Establish and maintain partnerships with relevant stakeholders, including government entities, donors, UN agencies, NGOs, private sector actors, and community-based organizations in CAR. Collaborate to strengthen collaboration, and resource mobilization, and coordination for livelihood programmes. Utilize established tools and approaches for stakeholder analysis, partnership mapping, and resource mobilization strategies.
5. Identify funding opportunities and develop project proposals that align with the strategic priorities of donors and funding mechanisms. Utilize tools such as logical frameworks and results-based management approaches to ensure the clear articulation of project goals, outcomes, and indicators. Explore innovative financing mechanisms, public-private partnerships, and sustainable funding sources to support livelihood interventions.
6. Engage with local authorities, communities, and private sector actors to foster inclusive partnerships that promote local economic development. Utilize participatory methods, such as community consultations and engagement frameworks, to ensure the active participation of stakeholders in decision-making processes.
7. Provide technical guidance and support to project staff and partners involved in livelihood programs in CAR. Utilize tools and approaches such as training modules, guidelines, and manuals developed by IOM and other recognized sources to build technical capacity in livelihood interventions. Promote the exchange of best practices and lessons learned from successful livelihood initiatives.

8. Develop and deliver capacity-building initiatives, training programmes, and workshops tailored to the specific needs and challenges of livelihoods in CAR. Utilize tools such as training needs assessments, competency frameworks, and participatory training methodologies to enhance the skills and knowledge of project staff, beneficiaries, and local partners.
9. Lead the design and implementation of agriculture and rural livelihoods interventions, including support to smallholder farmers, producer groups, cooperatives and agri-business initiatives and support agricultural value chain development and strengthen linkages between producers, processors, traders and markets.
10. Facilitate knowledge management and learning by promoting information sharing among livelihood stakeholders. Utilize platforms for knowledge exchange, such as communities of practice, webinars, and learning events. Foster the documentation and dissemination of good practices, case studies, and lessons learned in livelihood programming.
11. Develop monitoring and evaluation frameworks, tools, and indicators for livelihood projects in CAR. Utilize tools such as logical frameworks, results chains, and performance monitoring plans to guide data collection and analysis. Ensure the collection of gender-disaggregated data and the integration of gender-sensitive indicators throughout the project cycle.
12. Regularly monitor project implementation, assess outcomes, and identify areas for improvement. Conduct field visits and utilize participatory monitoring approaches to engage with project beneficiaries and assess the impact of livelihood interventions.
13. Prepare regular progress reports, project updates, and other required documentation. Follow established reporting guidelines and standards to provide accurate and timely information on project achievements, challenges, and lessons learned. Utilize reporting mechanisms and formats that align with requirements of IOM and relevant donors.
14. Perform such other duties as may be assigned.

Qualifications

Required Qualifications and Experience

Education

- Master's degree in Political or Social Sciences, Development Studies, Human Rights, International Relations, Law, Mathematics, Engineering, or a related field from an accredited academic institution with five years of relevant professional experience; or,

- Bachelor's degree in the above fields with seven years of relevant professional experience

Accredited Universities are those listed in the [UNESCO World Higher Education Database](#).

Experience

- Proven experience in designing and implementation of assessments, field-based research and analysis, protection monitoring, and programmatic impact monitoring;
- Experience in research and assessments on post-conflict and peacebuilding;
- Experience of peacebuilding programming is desirable;
- Experience in CAR or in other conflict and post-conflict contexts in Africa is an asset;
- Experience in post-conflict environments is an asset;
- Experience mandates and programmes in the recovery response, Internally Displaced Persons (IDPs), post-conflict environment, triple nexus, and development; and,
- Experience in the application of Gender awareness and sensitivity in the programming.

Skills

- Excellent analytical, communication, writing, reporting, and presentation skills;
- Substantial knowledge of non-profit work, including data collection and data analysis in post-conflict settings;
- Knowledge of peacebuilding and recovery principles, international standards, and frameworks;
- Knowledge of UN, IOM and Non-Governmental Organisation (NGO) mandates and programmes in the recovery response, Internally Displaced Persons (IDPs), post-conflict environment, triple nexus and development;
- Excellent coordination and computer literacy skills;
- Strong interpersonal skills and ability to work effectively and harmoniously with colleagues from diverse cultures and professional backgrounds; and,
- Demonstrated organizational skills; the ability to be flexible and work well under pressure in a fast-paced and detail-oriented team environment.

Languages

For this position, fluency in English and French is required (oral and written).

Working knowledge of another official UN languages (Arabic, Chinese, Russian, and Spanish) is an advantage.

Proficiency of language(s) required will be specifically evaluated during the selection process, which may include written and/or oral assessments.

Required Competencies

IOM's competency framework can be found at this [link](#). Competencies will be assessed during the selection process.

Values - all IOM staff members must abide by and demonstrate these five values:

- **Inclusion and respect for diversity:** Respects and promotes individual and cultural differences. Encourages diversity and inclusion.
- **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.
- **Courage:** Demonstrates willingness to take a stand on issues of importance.
- **Empathy:** Shows compassion for others, makes people feel safe, respected, and fairly treated.

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 actions 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 leadership and professional potential.
- **Empowering others:** Creates an enabling environment where staff can contribute their best and develop their potential.
- **Building Trust:** Promotes shared values and creates an atmosphere of trust and honesty.
- **Strategic thinking and vision:** Works strategically to realize the Organization's goals and communicates a clear strategic direction.
- **Humility:** Leads with humility and shows openness to acknowledging own shortcomings.