



Open to Internal and External Candidates

Position Title: **National Protection Officer**
Duty Station: **Mt. Hagen, Papua New Guinea**
Classification: **National Officer**
Type of Appointment: **NO-A (One Year Fixed Term)**
Estimated Start Date: **As soon as possible**
Closing Date: **13 August 2024**

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.

IOM is committed to a diverse, equitable and inclusive work environment and strongly **encourages applications from persons of all genders, persons with disabilities, LGBTIQ+ individuals, and persons from minoritized racial or ethnic groups.**

With the aim of promoting an inclusive work environment, IOM has in place a series of policies for staff members, such as parental leave, flexible working arrangements, respectful workplace policy, reasonable accommodation for persons with disabilities, and other family-friendly policies.

IOM has a policy of zero tolerance of sexual exploitation and abuse, sexual harassment, fraud, abuse of authority and discrimination. All IOM personnel have to adhere to the IOM standards of conduct and abide by relevant policies put in place in order to maintain a respectful and inclusive work environment.

Read more about diversity and inclusion at IOM at www.iom.int/diversity.

Context:

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 has been operating in Papua New Guinea (PNG) since 2001, working on complex emergencies and providing humanitarian relief while building capacity of the Government for better migration management. Operating through its Country Office in Port Moresby and 12 field-offices across the country, IOM's programmes focus on disaster risk reduction, emergency preparedness and response, peacebuilding, labour mobility and human development, climate change, countering trafficking in persons, immigration and border governance, legal identity, protection, assisted voluntary return and reintegration, migration, and health.

Core Functions / Responsibilities

Under the direct supervision of the Protection Officer and overall supervision of Chief of Mission (CoM), the National Protection Officer will be responsible for the following duties and responsibilities:

1. Support the Protection Officer in the planning and development of new project/ programme ideas of Protection/GBV in line with budget, based on thorough analysis on the situation and needs in the makeshift settlements and local communities for the Mission's engagement.
2. Coordinate and facilitate implementation of Protection/GBV activities in the field.
3. Contribute to project related data and information collection and draft inputs to requested reports (internal and external).
4. Support in identifying training needs in protection/GBV within IOM staff as well as the staff of other stakeholders and organize relevant training through carefully selected trainers.
5. Represent IOM Protection team in the UN Gender and Human Right Working Group.
6. Support development of IEC materials IOM and Protection/GBV program.
7. Coordinate the implementation of relevant interventions to address sexual and gender-based violence in target areas.
8. Support timely and efficient planning and implementation of the programmatic, administrative, and operational activities of the assigned project in coordination with the supervisor.
9. Support compilation of project related data, information and records of the activities.
10. Maintain close collaboration and strengthen partnerships with relevant stakeholders such as Government entities, national NGOs, INGOs, etc. to enhance project's effectiveness.
11. Support in preparation of Mission related information materials, mission reports and other promotional/visibility materials.
12. Contribute to drafting project progress reports for review of the supervisor for submission to the donors.
13. Support the organization, logistics, and administration of meetings, workshops, seminars, trainings, and conferences at the national and sub-national level.
14. Undertake duty travel related to programme assessment, liaison with counterparts, problem solving and new programme implementation, as required.
15. Participate in the Mission's Protection from Sexual Exploitation and Abuse (PSEA) efforts by providing information to staff, PSEA champions and reinforce reporting procedures among staff.
16. Perform any other tasks that may be assigned by the supervisor.

Required Qualifications and Experience

Education

- University degree in international law, Social Sciences, Politics, International relations, or a related field from an accredited academic institution with two years of relevant professional experience.

Experience

- Experience working in Protection in humanitarian responses, specifically for displaced persons, including refugees.
- Significant experience in coordinating teams in challenging operational environments, and collaborating with other UN agencies, INGOs, NGOs, and government authorities.
- Familiarity with minimum standards for GBV and Child Protection in humanitarian settings, or counter-trafficking in crises, are advantageous.
- Experience in liaising with governmental and diplomatic authorities as well as with international institutions.
- Good knowledge of the IOM project management or humanitarian funding cycles.
- Experience in working in a multi-cultural environment.
- Experience in handling of web-based management systems.

Skills

- Excellent knowledge of the IOM project management or humanitarian funding cycles.
- Good knowledge of UN and bilateral donor programming.
- Strong organizational, facilitation, communication, writing and presentations skills.
- Experience in the usage of computers and office software packages (MS Word, Excel, etc) and knowledge of spreadsheet and database packages.
- Proven representation skills, such as speaking at meetings and providing situational analysis.

Languages

For this position, fluency in English is required. Working knowledge of Tok Pisin would be an advantage but not mandatory.

Required Competencies

Competencies

The incumbent is expected to demonstrate the following values and competencies:

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: Maintain 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 - Behavioral 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 of 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.

Other

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

Only candidates residing in either the duty station or from a location in a neighboring province that is within commuting distance of the duty station will be considered.

Appointment will be subject to certification that the candidate is medically fit for appointment. Subject to certain exemptions, vaccination against COVID-19 will in principle be required for individuals hired on or after 15 November 2021. This will be verified as part of the medical clearance process. Accommodation is not provided.

How to apply

Interested candidates are invited to submit their applications via email or hand deliver by **13 August 2024** at the latest, referencing **(VN/2024/010 - National Protection Officer)** at the subject line.

Kindly send your applications with your **cover letter and CV** to: iompnhr@iom.int



Interested applicants are to address their applications to:

**Human Resources Team
International Organization for Migration (IOM)
PO Box 1876 Port Moresby
Level 3, Cuthbertson House, Cuthbertson Street
Downtown NCD, Papua New Guinea**

Only shortlisted candidates will be contacted.

Posting Period

From 19.02.2024 to 14.03.2024.

From 30.07.2024 to 13.08.2024

No Fees:

IOM does not charge a fee at any stage of its recruitment process (application, interview, processing, training, or other fee). IOM does not request any information related to bank accounts.