



Vacancy Notice

Open to Internal and External Candidates

Vacancy Number : **UA90VN/2024/12**
Position Title : **National Associate Protection of Sexual Exploitation Abuse and Sexual Harassment Officer (PSEAH) Officer**
Duty Station : **Ukraine Sub - Office in Warsaw, Poland**
Classification : **National Officer, NO-A ([UN Salary Scale](#))**
Type of Appointment : **One-Year Fixed Term, with possibility of extension**
Estimated Start Date : **As soon as possible**
Closing Date : **29 March 2024**

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. The International Organization for Migration (IOM) is committed to the principle that humane and orderly migration benefits migrants and society. As the leading international organization for migration, IOM acts with its partners in the international community to assist in meeting the growing operational challenges of migration management; advance understanding of migration issues; encourage social and economic development through migration and uphold the human dignity and well-being of migrants.

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

Context:

Sexual Exploitation and Abuse (SEA) by aid workers is a grave violation of human rights and IOM is committed to combat any kind of SEA by its staff, related personnel and partners.

IOM's zero tolerance policy also extends to IOM third party contracted staff, suppliers, service providers and implementing partners. With over 16,000 staff and over 6,000 related personnel, operating in 450 Offices, and 165 countries throughout the world, the impact of sexual exploitation and abuse on victims and within IOM's operating environments, and the reputational risk it poses for the Organization needs to be addressed and remains a key priority.

The prevention of and response to Sexual Exploitation and Abuse (PSEA) continues to gain momentum not only within the United Nations (UN) and Interagency Standing Committee (IASC) common systems but also amongst governments, institutional partners, media and the general public. Increased action is no longer a choice but a necessity, and the rights of the victim must be at the forefront.

Over the past decade, IOM has increasingly been seen as a strong player supporting the prevention and response to Sexual Exploitation and Abuse and Sexual Harassment within the UN, IASC, and amongst the humanitarian community. While significant progress has been made to prevent and respond to SEA within the Organization such as through the development of innovative PSEA trainings, the development of a misconduct platform to report SEA, and extensive interagency collaboration on

PSEA, more needs to be done within country and at the programmatic level and the role of the PSEA Officer will support these efforts.

In 2021, IOM developed its strategic approach toward the prevention of and response to sexual exploitation and abuse and sexual harassment focusing on five priority areas: 1) Leadership and Organizational Culture; 2) Institutional Accountability and Transparency; 3) Capacity-Development, Training, and Communication; 4) Quality and Accessible Victim Assistance; 5) Partnership and Coordination.

The United States Refugee Admissions Program (USRAP) operates world-wide with a target of providing resettlement opportunities to thousands of individuals each year. IOM provides a range of services and support to the USRAP including, but not limited to, case processing, migration health assessments, cultural orientation training, organized transportation and administration of a travel loan and collections program. The Department of Operations and Emergencies (DOE), specifically the Resettlement and Movement Division (RMM), has the organizational responsibility to provide direction, oversight, and guidance to IOM's global support to all resettlement programs.

Under the overall supervision of **the Programme Officer (PSEAH/Gender) in the Vienna Regional Office**, and the direct supervision of **National Programme Officer (PSEA) in Kiev, Ukraine** the incumbent will be responsible for supporting and facilitating the technical oversight and day-to-day management of IOM's prevention of and response to sexual exploitation and abuse (PSEA) activities in USRAP Eurasia operations. As the technical PSEA expert in the USRAP Programme, the PSEAH Officer will need to support implementation of PSEAH activities within USRAP Eurasia- specifically in Tajikistan, Armenia, Poland, Ukraine, Albania, Moldova, and Germany. While the incumbent will support the PSEA agenda within USRAP Eurasia Operations and will contribute technical inputs to PSEA within programming, the accountability for PSEA remains with the Chief of Mission.

RESPONSIBILITIES AND ACCOUNTABILITIES

PSEA COORDINATION:

1. Provide inputs for the development of an operational USRAP Eurasia PSEAH Action Plan and Work Plan, in line with IOM's PSEAH Strategy and the IOM Ukraine annual PSEAH Workplan, through strategic workshops with IOM Heads of Units and other senior management at the country and programmatic levels, as assigned.
2. Assist them in ensuring the resulting work plan is detailed and operational with clear actions, roles, and responsibilities to deliver on the actions, timeframes, technical and resource requirements, and internal reporting requirements.
3. Provide technical inputs for the inclusion of PSEAH within USRAP Eurasia Strategy, programming, risk mitigation and management, planning, reporting, monitoring and evaluation and budgeting.
4. In close coordination with the relevant colleagues, ensure that USRAP Eurasia IOM's PSEAH prevention, mitigation and response mechanisms are in line with IOM's global PSEAH Strategy, and that the examples of good practice from IOM Ukraine are being considered.
5. Provide specific assistance to IOM teams, programmes, and units to ensure the mitigation of SEA risks are developed, embedded and strengthened within all IOM programming and within HR practices; and,
6. At all possible opportunities (during relevant trainings, in staff and programme meetings, through newsletters, in email messages, etc) continually share key messages on PSEA, including mandatory reporting requirements within the Country Office and programming, in close coordination with relevant colleagues.

PREVENTION:

7. Analyze, compile and draft specific USRAP Eurasia country-wide SEA risk assessment report to identify locations and programmes with the highest SEA risk, Check that the appropriate mitigation and response strategies within IOM programming and operations.
8. Participate in the development of a training plan and coordinate the delivery and organization of PSEAH trainings for IOMUSRAP Eurasia staff and related personnel, in coordination with supervisor and implementing partners.
9. Provide an update on the number of staff, non-staff trained, contractors, implementing partners, and service providers trained on PSEA, in an effort to track compliance and facilitate the management of training delivery and refresher courses, in coordination with HR, as often as needed. Support the registration of all participants (staff and non-staff) within the IOM system and the delivery of certificates.
10. Participate to the development of communication and awareness-raising strategies and tools specific to USRAP Eurasia to ensure appropriate PSEA messaging and knowledge on prohibited behaviours as well as how to report allegations of misconduct, including SEA within communities and amongst beneficiaries; facilitate the localization of SEA messaging, using the good practices from IOM Ukraine and other regional initiatives.

RESPONSE:

11. Support the development and provide inputs to reporting on PSEAH and communication to highlight IOM's PSEAH work within programming.
12. Ensure guidance for Coordinate referrals for victim assistance specifically in the context of USRAP, in coordination with gender-based violence and/or protection colleagues and based on the good practices from IOM Ukraine, and coordinate the referrals when/ if needed; and support the strengthening of victim services within country and/or programming;
13. Undertake duty travel as required; and.
14. Perform other relevant duties as assigned.

Required Qualifications and Experience

Education

- Master's degree in Law, International Relations, Psychology, Social Sciences, Development Studies and Planning or a related field from an accredited academic institution; or,
- University degree in the above fields with two years of relevant professional experience.

Experience

- Experience in the fields of sexual exploitation and abuse, protection, child protection, gender-based violence, accountability to affected populations (AAP), gender mainstreaming and/or humanitarian affairs;
- Coordination experience within the UN system and amongst interagency partners, including governments, NGOs, and communities;
- Experience in organizing and facilitating PSEA trainings, in particular capacity-building, and communication materials to promote behaviour change;
- Experience undertaking PSEA risk assessments, in coordination with communities, partners, and UN and other key stakeholders;
- Demonstrated ability to work across a wide variety of sectors/teams on cross-cutting themes;

- Good written and oral communication skills, effective in representation and liaison with external partners;
- Experience in policy and proposal development and the creation of standard operating procedures and tools; and,
- Ability to organize work, work independently and prioritize work under pressure, coordinate multiple tasks, maintain attention to detail, and coordination with a variety of stakeholders.

Skills

- Knowledge and understanding of IOM's institutional approach on PSEA and related strategies, policies, rules and regulations;
- Knowledge of the UN system and architecture;
- Knowledge of mainstreaming best practices and partnership models to ensure coordination of the same across a diversified range of actors; and,
- Ability to work with and maintain strict confidentiality, when necessary.

Languages

For all applicants, fluency in English is required (oral and written).

Required Competencies

IOM's competency framework can be found at this [link](#).

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:** 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 - 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 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.

Other:

This post is subject to local recruitment. Only those holding a valid residence and work permit for Poland will be eligible for consideration.

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

At the time of recruitment, all candidates must disclose any known relative or spouse who works for IOM. Candidates may also be requested to provide documentary evidence of academic degree(s), professional licenses, and proof of no criminal records as relevant to the requirements of the position advertised.

Appointment will be subject to certification that the candidate is medically fit for appointment, verification of residency, visa, and authorizations by the concerned Government, where applicable.

Vaccination against COVID-19 will be required for IOM personnel who are hired or otherwise engaged by IOM. As part of the mandatory medical entry on duty clearance, candidates will be requested to provide evidence of full vaccination.

How to apply:

Interested candidates are invited to submit their application including **a CV, or a completed Personal History Form in English by email to: rscrepl@iom.int**, specifying the vacancy reference number and full name in the subject line (e.g., “UA90VN/2024/12 – Jane SMITH”).

Please click this link to access [Personal History Form \(four pages\)](#)

Due to the volume of applications received, IOM Poland will not be able to respond to all inquiries about the application status and will only contact shortlisted candidates.

Due to the volume of applications received, IOM Poland will not be able to respond to all inquiries about the application status and will only contact shortlisted candidates.

Posting period:

From 18 March 2024 to 29 March 2024