



# POST DESCRIPTION

## SECTION 1

### Position Information

Position Title	<u>Senior Protection Associate</u>
Position Grade	G6
Duty Station	Paramaribo, Suriname
Position Number	00000000
Job Family	Programme
Organizational Unit	00000000
Is this a Regional, HQ, MAC, PAC, Liaison Office, or a Country Office based position?	Country Office
Position rated on	13 September 2024
Reports directly to	Programme Coordinator
Number of Direct Reports	<u>0</u>

## SECTION 2

### Organizational Context and Scope

Under the general supervision of the IOM Programme Coordinator in Suriname and direct supervision of the Project Coordinator Intergration and Pathways, in coordination with relevant departments and specialists in the Regional Office in Panama and Headquarters, the Senior Protection Associate is responsible for implementing Protection related activities in migrant integration and pathways in Suriname, with the following duties and responsibilities:.

## SECTION 3

### Responsibilities and Accountabilities

1. Support workplan and project development in Suriname on migrant protection and assistance, including return and reintegration, vulnerable migrants, counter-trafficking, child protection,

humanitarian protection, gender and diversity, and social protection.

2. Support the IOM Case Manager and case workers in identifying timely and innovative protection solutions for vulnerable migrants and provide direct assistance where feasible or refer to service providers.
3. Support the roll-out and implementation of IOM's Protection Approach and specialized protection guidance, including Policy on the Full Spectrum of Return, Readmission, and Reintegration, and providing feedback on implementation challenges.
4. Contribute to establish networks with governments, UN agencies, NGOs, academia, and other stakeholders.
5. Promote synergies and coordinate information sharing on projects within the Regional Office and with relevant HQ departments and serve as MIMOSA focal point for the region.
6. Maintain and strengthen the IOM Suriname PXD sharepoint
7. Perform such other duties as may be assigned.

## SECTION 4

# Required Qualifications and Experience

## EDUCATION

- Bachelors degree or equivalent in Political or Social Sciences, Business Administration, Migration Studies, International Relations, Law or a related field from an accredited academic institution with four (4) years of relevant professional experience. Or
- High school diploma with 6 years of relevant professional experience.

## EXPERIENCE

- Experience in the field of migration issues
- Demonstrated expertise in the thematic area
- Experience in liaising with governmental authorities, other national/international institutions and NGOs;
- Experience of regional issues a distinct advantage.

## SKILLS

- Accountability – takes responsibility for action and manages constructive criticisms;
- Client Orientation – works effectively well with client and stakeholders;
- Continuous Learning – promotes continuous learning for self and others;
- Communication – listens and communicates clearly, adapting delivery to the audience;
- Creativity and Initiative – actively seeks new ways of improving programmes or services;
- Planning and Organizing - plans work, anticipates risks, and sets goals within area of responsibility;

- Professionalism - displays mastery of subject matter;
- Teamwork – contributes to a collegial team environment; incorporates gender related needs, perspectives, concerns and promotes equal gender participation;
- Technological Awareness - displays awareness of relevant technological solutions; and,
- Resource Mobilization - works with internal and external stakeholders to meet resource needs of IOM ( optional depending on position level)

## SECTION 5

### Languages<sup>1</sup>

IOM's official languages are English, French, and Spanish.

#### REQUIRED

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

#### DESIRABLE

Working knowledge of Spanish is a distinct advantage.

## SECTION 6

### Competencies<sup>2</sup>

■ 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.

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<sup>1</sup> As per IN/233, staff members in a position in the Professional and GS categories are expected to be fluent in one of the Organization's official languages, which are English, French and Spanish. At least a working knowledge of another official language is highly desirable and may be specified as mandatory in some cases. For positions in the GS category, proficiency in one of the local language(s) may also be required, as specified in the VN/SVN.

<sup>2</sup> Competencies and respective levels should be drawn from the Competency Framework of the Organization.

## 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.

IOM provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status or sexual orientation.

Applications should be submitted via email to **plam@iom.int** and **juortega@iom.int**, no later than 10th **November 2024**, with the subject line; "Suriname: Protection Assistant". The application should include Cover letter and Curriculum Vitae with the below information: -Nationality or work permit status. - Three (3) professional(previous supervisors)referencesincluding email, position, and company/organization name. Please note that applications are open only to Surinamese Nationals or foreigners with residence and work permit for Suriname. Appointment is subject to funding confirmation.

We thank all applicants for their expressions of interest, however, only short-listed candidates will be contacted. We thank you for your interest in IOM and look forward to receiving your application.

## SECTION 7