



Position Title : **Project Manager**
Duty Station : **Niamey, Niger**
Classification : **Professional Staff, Grade P3**
Type of Appointment : **Fixed term, one year with possibility of extension**
Estimated Start Date : **As soon as possible**
Closing Date : **21 April 2017**

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. 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 is committed to a diverse and inclusive environment. Applications from qualified female candidates are especially encouraged. For the purpose of the vacancy, the following candidates are considered as first-tier candidates:

1. *Internal candidates*

2. *Qualified applicants from the following NMS countries:*

Antigua and Barbuda, Benin, Bahamas, Botswana, Belize, Congo, Cabo Verde, Djibouti, Micronesia (Federated States of), Gabon, Gambia, Guyana, Iceland, Cambodia, Comoros, Lesotho, Luxembourg, Libya, Montenegro, Marshall Islands, Mongolia, Mauritania, Maldives, Namibia, Nauru, Papua New Guinea, Paraguay, Seychelles, Slovenia, Suriname, El Salvador, Swaziland, Timor-Leste, Trinidad and Tobago, United Republic of Tanzania, Holy See, Saint Vincent and the Grenadines, Venezuela (Bolivarian Republic of), Vanuatu, Samoa

Context:

Under the direct supervision of the Programme Manager (Migrant Resource and Response Mechanism (MRRM)) and the overall supervision of the Chief of Mission, the successful candidate will be responsible and accountable for overall oversight of the IDEE - Initiative de développement de l'entreprise - project financed by the Italian Cooperation and s/he will oversee IOM initiatives focusing on vocational training/job creation and reintegration of returning migrants and community members in targeted areas.

The general scope of these initiatives is to increase the economic opportunities of young Nigeriens. In this framework, two components are envisaged: (i) support and develop of existing and brand-new business start-up (ii) set up of vocational trainings for young Nigeriens and for school teachers in Niamey, Zinder and Tahoua.

Core Functions / Responsibilities:

1. Develop vocational trainings activities, start-up development strategies and implementation modalities through close collaboration with the government representatives at national and local levels, beneficiary communities, and other relevant stakeholders.

2. Participate in the identification of business opportunities for migrants, vocational trainings, and start-up development projects in the target area (Zinder, Niamey, Tahoua).
3. Develop operational partnerships with Non-Governmental Organisation (NGOs)/ Civil Society Organisations (CSOs) in Niger to conduct vocational trainings and start-up development activities.
4. Provide technical guidance and oversight of compliance to project partners, programme staff and implementing entities.
5. Develop partnerships with local actors including Government actors, universities, business community, diaspora communities, civil society, UN and I/NGOs partners on vocational training and start-up support.
6. Ensure proper documentation and reporting of the project activities projects carried out in, including that all supportive documents for the projects are recorded in the database and draft donor report.
7. Monitor the financial management for the project and supervise the preparation of financial reports.
8. Maintain appropriate internal controls and development and implementation of relevant control systems.
9. Maintain the project database for monitoring and evaluation purposes.
10. Coordinate administrative and human resources policies and practices within the project.
11. Exercise oversight on financial expenditure and accountability.
12. Keep open consultation and information sharing with the project donor(s).
13. Implement a sound Monitoring and Evaluation System.
14. Report on field activities within IOM, and prepare documentation for donor reporting/visibility tools.
15. Monitor the work's implementation especially in organizing the daily supervision of contractors.
16. Undertake duty travels as required providing technical guidance to project staff and implementing partners and compile field monitoring reports highlighting implementation challenges and solutions.
17. Liaise, promote and coordinate interagency collaboration and operational partnership in the sub-offices' areas of work.
18. Ensure the integration of cross-cutting issues such as gender, children, and other vulnerable groups in the project are considered in the office's activities.
19. Utilize lessons learned from past activities, experiences from other Communes, and beneficiary feedback to revise strategies and action plans accordingly.
20. Contribute to the resource mobilization efforts, identifying potential new project opportunities and contributing to the preparation of project proposal.
21. Perform such other duties as may be assigned.

Required Qualifications and Experience:

Education

- Master's degree in Political or Social Science, Business Administration, International Relations or a related field from an accredited academic institution with five years of relevant professional experience; or
- University degree in the above fields with seven years of relevant professional experience.

Experience

- Experience in community development, livelihood and job creation related activities in a developing country and post-conflict context;
- Specific professional experience in West Africa with start-up project, reintegration or local development;
- Experience in programme management, preferably in vocational training and start-up development;
- Experience in project formulation and implementation at national and international levels;
- Experience in liaising with governmental authorities, and with other national and international institutions;
- Familiarity with the region is an asset.

Languages

Fluency in English and French is required. Working knowledge of Italian is an advantage.

Note

Appointment is subject to funding confirmation.

Desirable Competencies:

Behavioral

- 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;
- Leadership and Negotiation – develops effective partnerships with internal and external stakeholders;
- Performance Management – identify ways and implement actions to improve performance of self and others;
- 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;
- Resource Mobilization - works with internal and external stakeholders to meet resource needs of IOM.

Other:

Internationally recruited professional staff are required to be mobile.

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

The list of NMS countries above includes all IOM Member States which are non-represented in the Professional Category of staff members. For this staff category, candidates who are nationals of the duty station's country cannot be considered eligible.

Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and security clearances.

How to apply:

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by 21 April 2017 at the latest, referring to this advertisement.

For further information, please refer to:

<http://www.iom.int/cms/en/sites/iom/home/about-iom-1/recruitment/how-to-apply.html>

In order for an application to be considered valid, IOM only accepts online profiles duly completed.

Only shortlisted candidates will be contacted. You can track the progress of your application on your personal application page in the IOM e-recruitment system.

Posting period:

From 06.04.2017 to 21.04.2017

Requisition: VN 2017/60 (P) - Project Manager (P3) - Niamey, Niger (54997481) Released

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