



IOM International Organization for Migration
OIM Organisation Internationale pour les Migrations
OIM Organización Internacional para las Migraciones

OPEN TO INTERNAL AND EXTERNAL CANDIDATES

Position Title: Strategy Planning Expert
Duty Station: Belgrade
Classification: Consultant
Type of Appointment/duration: Consultancy contract / 1.5 months
Estimated Start Date: Mid-December
Reference Code: Con 17/2018 - Strategy Planning Expert

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. 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.

Context:

Within the EU funded project, implemented by the International Organization for Migration (IOM) in partnership with the Serbian Commissariat for Refugees and Migration (SCRM), "Support to the information management, communication and planning capacity in addressing the migration management challenges in Serbia," the support in external relations within the SCRM will be established. The successful candidate will work under direct supervision of the Project Manager, in close coordination with senior management staff of the Commissariat for Refugees and Migration.

Core Functions / Responsibilities:

- To facilitate process of SCRM's strategic planning for reception management using tools for strategic planning, i.e. SWOT analysis, problem analysis etc.;
- To support SCRM in defining response strategy for different scenarios in regards to reception of migrants;
- To support developing of strategic response in line with existing strategic, legal and financial framework;
- To support SCRM in identifying critical gaps and to facilitate process of conduction of Risk Analysis Matrix for each scenario and proposed strategic response;
- To draft a document "The basic framework for SCRM's strategic planning for migration ", collect feedbacks, adjust the document according to feedbacks and to deliver final document;

Strategic planning phases:

1. First presentation for SCRM core management group:
Strategic planning work plan, phases, objectives;
2. Initial one-to-one discussions with core management group members. Reading of existing documents, strategies and other relevant documents;
3. First workshop for SCRM management and decision makers:
Brainstorming, SWOT, assessment;

Mission in Belgrade:

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4. Second workshop for SCRM management and decision makers:
Strategy developing
5. First draft of the document;
6. Feedback collection and document adjustment;
7. Presentation of final document.

Required Qualifications and Experience:

- University Degree in Management, Social Science or other related field;
- Minimum 5 years of relevant work experience in government institution or international/national setting;
- Capacity to communicate clearly;
- Excellent organizational skills;

Fluency in English and Serbian

Languages:

Fluency in English is required.

Method of application:

We invite all interested internal candidates to submit IOM Belgrade PH Form (available at: <http://serbia.iom.int/vacancy>) in English language and motivation letter (not more than one page) to iombegvacancy@iom.int quoting this respective Vacancy notice number (CON 17/2018 - Strategy Planning Expert) in the subject.

Closing date:

The deadline for submission of the application is **09.12.2018**. Incomplete applications will not be taken into consideration. Only shortlisted candidates will be contacted.