



Vacancy Notice No : CVN 2022/24  
Position title : Social Protection Expert  
Duty Station : Belgrade  
Classification : Category A Consultancy  
Type of Appointment : Consultancy  
Estimated Start Date : October 2022  
Closing Date : 25 October 2022

*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.*

### **General functions**

Within the project “EU Support to Migration Management in Serbia – Improving reception capacity, protection services and access to education III” under the overall supervision of the Project Coordinator and under the direct supervision of the MoLEVSA Social Protection Focal Point the incumbents will be responsible for the following tasks:

- Provides professional support in work with the migrant population to MoLEVSA, social protection institutions and professional workers engaged in the Project, through all three functions of supervision (administrative, educational-developmental and supportive);
- Participates in the creation and implementation of the Supervision Plan, Monitoring Plan and Training Plan.
- Participates in the creation and implementation of specific training plans in order to increase the competencies of professional workers who work with migrants;
- Develops a plan and process for evaluating the professional work of engaged workers;
- Provides support to social protection institutions and professional workers to ensure a better quality of service to users and to enable professional workers to express their maximum potential in performing daily professional activities;
- Actively cooperates and provides support in the work of supervisors in CSW and social protection institutions that work with the migrant population;
- Submits a monthly supervision report with recommendations for improving the quality of professional work of institutions and professional workers on the project.
- Maintains the constant contact with MoLEVSA sub-PIU and regional coordinators, through whom the cooperation and coordination with institutions and professional workers on the project are enabled.
- Participates in other project activities aimed at improving the quality of work of the social protection system with the migrant population.
- Prepare and coordinate (regular and ad hoc) field monitoring visits/checks under the supervision of MoLEVSA Project Component Coordinator and write reports with relevant recommendations;
- Perform such other duties as may be assigned by Project Coordinator.

**Desirable Qualifications and Experience:**

- High education (B.A.) in the field of social sciences (including but not exclusively: social worker, pedagogue, psychologist, special pedagogue, defectologists) obtained on the basic academic studies with at least 240 ECTS, master academic studies, specialist academic studies, specialist vocational studies and/or the basic academic studies of at least 4 years or specialist studies on the faculty;
- Basic knowledge of English language;
- At least 7 years of professional experience in working in the field of social protection;
- At least 3 years of experience in working with migrant population;
- License for working in social protection services;
- License for working as a supervisor in social protection (advantage);
- At least one training in the field of supervision of work in social protection (advantage);
- Good computer skills;

**Competences**

- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Actively works towards continuing personal learning, acts on learning plan and applies newly acquired skills;
- Demonstrates openness to change and ability to manage complexities;
- Ability to solve practical problems and work independently, exercising good judgment.
- Strong interpersonal and communication (verbal and written) skills.
- Strong presentation and facilitation skills.
- Ability to maintain confidential nature of data and information.
- Ability to work under pressure to meet scheduled deadlines.
- Excellent follow-up and leadership skills
- Self-motivated with the ability to motivate and influence others
- Treats all people fairly without favoritism;
- Ability to formulate and develop activities based on project requirements;
- Ability to travel to the provinces and districts on field visits

**Languages Required***Fluency in Serbian**Basic in English****How to apply:***

Interested candidates to submit their applications as soon as possible by sending the IOM Personal History form in English language available on IOM Serbia [website](#) and a motivation letter, not more than one page, via email to [iombegvacancy@iom.int](mailto:iombegvacancy@iom.int) quoting this respective Vacancy notice number (CVN 2022/24) in the subject.

Only shortlisted candidates will be contacted.

**Position is subject to availability of funding**

***Posting period:*** From 18.10.2022 to 25.10.2022

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

**Values** - all IOM staff members must abide by and demonstrate these three values:

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.

- 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.

**Core Competencies – behavioral indicators level 1**

- 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 action and delegated work.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.