



Vacancy Notice No : CVN 2023/08  
Position title : Legal Expert to Develop Standard Operating Procedure for Assisted Voluntary Return and Reintegration in Serbia  
Duty Station : Homebased  
Classification : Category B Consultancy (20 working days)  
Type of Appointment : Consultancy  
Estimated Start Date : September 2023  
Closing Date : 31 August 2023

*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.*

### **Project context and Scope**

Return management is a vital aspect of migration management, contributing to the integrity and credibility of asylum and migration policies and systems. The Serbian system of migration management (including asylum) was affected and reshaped by the migration crisis which hit the region in 2015. A set of legislative changes has been prepared to respond to the new context that the migration crisis has brought along, aimed at (a) improving the asylum procedure, (b) enhancing the government's response to irregular migration challenges including increasing capacities of Serbian institutions to respond to the challenges posed by the increased influx of irregular migrants, and (c) ensuring coordination and referral between existing support systems to guarantee full compliance with international and EU standards. Assisted voluntary return and reintegration programs (AVRR) have increased over the last five years, assisting more than 1170 migrants with return from Serbia to more than 30 Countries of Origin (CoO), and tailored reintegration assistance, through return information provision as well as return and reintegration counselling. With the institutional, operational and policy improvement in previous phases of this IPA program, AVRR has been consolidated as a migration management tool, providing assistance to those migrants who are unable or unwilling to stay in Serbia. Overall, for those migrants who do not need international protection, AVRR (spontaneous or assisted) remains mostly the only viable pathway.

Since 2018, AVRR is consolidated in the national migration management context when the AVRR Program was adopted by the Serbian Government<sup>1</sup>. In the next mid-term period, it will be important to identify pathways and procedures for coordination and cooperation between key institutional AVRR stakeholders, primarily KIRS and the Ministry of Interior (MoI) in order to ensure timely identification, referral and access to AVRR services for those interested in return, in accordance with the Laws on Foreigners and Asylum and Temporary Protection.

### **General functions**

Based on the existing legal framework and internal procedures, the expert will develop a comprehensive intersectoral SOP on AVRR, including step-by-step procedures, guidelines and templates tailored to meet the specific requirements of the government and aligned with international best practices, as specified in the list of Tasks.

The SOP development and implementation shall contribute to:

- Streamline and enhance the efficiency and effectiveness of AVRR processes
- Ensure a standardized and consistent approach to AVRR across different sectors
- Promote coordination and collaboration among various stakeholders involved in AVRR.

During the process, systematic feedback will be collected by the consultant from the relevant authorities validating the findings, recommendations and follow up activities indicated.

During the process, the consultant will have to regularly progress updates to the designated supervisor or focal point within the KIRS, Mol and IOM.

### **Tasks**

Under the overall supervision of the Chief of Mission a.i. in Serbia and direct supervision of the Protection Officer, the successful candidate will be responsible and accountable for development of the SOP for AVRR in Serbia within “EU Regional Support to Protection-sensitive Migration Management in the Western Balkans - PHASE III” Project. In particular the incumbent will be responsible for the following tasks:

1. Conduct a thorough review and assessment of the existing legislative and regulatory AVRR framework
2. Identify gaps and areas for improvement in the current AVRR system.
3. Carry out consultations (including live meetings) with the Commissariat for Refugees and Migration, Ministry of Interior (including the government Center for Foreigners in Padinska Skela), and Ministry of Labour, Employment, Veteran and Social Policy, the Ministry of Foreign Affairs on the scope and respective responsibilities of each government institution in the area of assisted voluntary return
4. Research and analyze international best practices and guidelines on AVRR
5. Propose a draft SoP on assisted voluntary return and reintegration in line with the existing regulatory and legal framework, taking into consideration the government needs and priorities and international best practices;
6. Facilitate validation/consultation meeting to integrate government feedback and finalise the draft proposal;
7. Deliver final draft following a consultation process with the government stakeholders.
8. Develop a comprehensive intersectoral SOP on AVRR, including step-by-step procedures, guidelines, and templates in accordance with government needs and international practices.

### **Desirable Qualifications and Experience:**

- Post-graduate degree in law (minimum master degree); specialization in international humanitarian law/migration will be considered as an asset.
- Minimum of 5 years of relevant professional experience in international migration/humanitarian law;
- Good understanding and knowledge of Serbian legal and institutional framework related to migration and asylum.
- Excellent written and verbal communication skills.
- Ability to work independently and in a multi-stakeholder environment.
- Analytical experience and experience in translation of research findings into concrete recommendations and outputs required.

### **Languages Required**

*Fluency in English and Serbian*

### ***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 2023/08) in the subject.

Only shortlisted candidates will be contacted.

**Position is subject to availability of funding**

**Posting period:** From 14.08.2023 to 31.08.2023

*Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements. Subject to certain exemptions, vaccination against COVID-19 will in principle be required for individuals hired on or after 15 November 2021. This will be verified as part of the medical clearance process.*

**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.