



Vacancy Notice No : VN 2023/13
Position title : Senior PSEA Associate
Duty Station : Belgrade
Classification : General Service Staff
Type of Appointment : SST Graded G6 (6 months with possibility of extension)
Estimated Start Date : October 2023
Closing Date : 30 September 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.

The International Organization for Migration (IOM) - the UN Migration Agency - is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental, and non-governmental partners. IOM, together with the international community, assists the population of Serbia in working for a better future. Today, with a focus on building the capacity of the government to manage migration, IOM is working with a wide range of governmental and non-governmental partners in a wide range of migration-related areas, including, amongst others, the protection of vulnerable migrants; border management; assisted voluntary return; diaspora; technical assistance on migration management; disaster risk reduction and recovery.

Organizational Context and Scope

Sexual Exploitation and Abuse (SEA) by aid workers is a violation of human rights and IOM is committed to combat any kind of SEA by its staff related personnel and partners.

IOM's zero tolerance policy not only applies to IOM staff but also extends to IOM third party contracted staff, suppliers, service providers and implementing partners. With over 16,000 staff and over 6,000 related personnel, operating in 450 Offices, and 165 countries throughout the world, the impact of SEA on victims and within IOM's operating environments, and the reputational risk it poses for the Organization needs to be addressed and remains a key priority. The protection against Sexual Exploitation and Abuse (PSEA), including the prevention of and response to SEA, continues to gain momentum not only within the United Nations (UN) and Interagency Standing Committee (IASC) common systems but also amongst governments, institutional partners, media and the general public.

Over the past decade, IOM has increasingly been seen as a strong player supporting the prevention and response to SEA and Sexual Harassment within the UN, IASC, and amongst the humanitarian community. While significant progress has been made to prevent and respond to SEA within the Organization such as through the development of innovative PSEA trainings, the development of a misconduct platform to report SEA, and extensive interagency collaboration on PSEA, more needs to be done within country and at the programmatic level and the IOM Senior PSEA Associate will support these efforts.

In 2021, IOM developed its strategic approach toward the prevention of and response to SEA and sexual harassment focusing on five priority areas: 1) Leadership and Organizational Culture; 2) Institutional Accountability and Transparency; 3) Capacity-Development, Training, and Communication; 4) Quality and Accessible Victim Assistance; 5) Partnership and Coordination.

General functions

Under the overall supervision of the Chief of Mission, the direct supervision of the Protection Coordinator and technical support from the PSEAH Unit and other experts, the incumbent will be responsible for supporting and facilitating the technical oversight and day-to-day management of IOM's prevention of and response to sexual exploitation and abuse (PSEA) activities in country. As the technical PSEA expert in-country, the IOM Senior PSEA Associate will need to support implementation of PSEA activities in direct close coordination with the Chief of Mission, both internally and as an active member of the interagency PSEA Network. While the incumbent will support the PSEA agenda within country, accountability for PSEA remains with the Chief of Mission.

In particular the incumbent will be responsible for the following tasks:

PSEA COORDINATION:

- Support the development of an operational PSEA Work Plan, in line with IOM's PSEA Strategy, the IASC's PSEA Minimum Operating Standards (MOS), and the UNCT country level framework and work plan, through strategic workshops with IOM Heads of Units and other senior management at the country and programmatic levels; ensure the resulting work plan is detailed and operational with clear actions, roles and responsibilities to deliver on the actions, timeframes, technical and resource requirements, and internal reporting requirements;
- Support the inclusion of PSEA within IOM Country Office Strategy, programming, risk mitigation and management, planning, reporting, monitoring and evaluation and budgeting; develop PSEA programming and liaise with relevant donors as required;
- Contribute to the in-country interagency PSEA Network (support in the development of the collective PSEA workplan, risk management plan, PSEA strategies, Standard Operating Procedures for an inter-agency Community-Based Complaint Mechanism, etc), as well as actively participate within IOM internal and other interagency PSEA communication and coordination initiatives;
- In coordination with relevant colleagues, strengthen prevention, mitigation and response mechanisms, in line with IOM's global strategic approach;
- Support IOM teams, programmes and units to ensure the mitigation of SEA risks are developed, embedded and strengthened within all IOM programming and within HR practices; and,
- At all possible opportunities (during relevant trainings, in staff and programme meetings, through newsletters, in email messages, etc) continually share key messages on PSEA, including mandatory reporting requirements within the country office and programming, in coordination with relevant colleagues.

PREVENTION:

- Support a Country-wide SEA risk assessment to identify locations and programmes with the highest SEA risk; ensure appropriate mitigation and response strategies within IOM programming and operations;
- Participate in the development of a training plan and coordinate the delivery and organization of PSEA trainings for IOM staff and related personnel, implementing partners¹, key institutional stakeholders; Support the work of identified PSEA focal points within Country to deliver key messaging and trainings as appropriate;
- On a yearly basis, provide an update on the number of staff, non-staff trained, contractors, implementing partners, and service providers trained in the mission on PSEA, in an effort to track compliance and facilitate the management of training delivery

¹ Ensure management are aware of the [UN Protocol on Allegations of Sexual Exploitation and Abuse involving implementing partners](#) and accompanying partner assessment, and support as needed.

and refresher courses, in coordination with HR. Support the registration of all participants (staff and non-staff) within the IOM system and the delivery of certificates;

- Support the development of a communication and awareness-raising strategies and tools to ensure appropriate PSEA messaging and knowledge on prohibited behaviours as well as how to report allegations of misconduct, including SEA within communities and amongst beneficiaries; ensure localization of SEA messaging; and,
- Map existing community engagement projects in country and work with project leads to insert PSEA messages and/or gather community inputs, where appropriate.

RESPONSE:

- Participate and support the development of PSEA proposals and ensure the mainstreaming of PSEA within IOM programming; coordinate closely with institutional partners, governments, donors, and communities on PSEA needs and responses;
- Support the development and contribute to reporting on PSEA and communication to highlight IOM's PSEA work within programming;
- Support the development and mapping of country-specific interagency victim assistance pathways and/or existing IOM programmes to refer victims for assistance and other support services;
- Review and assess referrals for victim assistance in coordination with gender-based violence and/or protection colleagues and support the strengthening of victim services within country and/or programming;
- Undertake duty travel as required;
- Perform such other duties as may be assigned.

Desirable Qualifications and Experience:

- Bachelor's degree or higher in Law, International Relations, Psychology, Social Sciences, Development Studies and Planning or a related field from an accredited academic institution with four years of relevant professional experience; or,
- High School Degree/Certificate in the above fields with six years of relevant professional experience
- Experience in the fields of sexual exploitation and abuse, protection, child protection, gender-based violence, accountability to affected populations (AAP), gender mainstreaming and/or humanitarian affairs;
- Strong coordination experience within the UN system and amongst interagency partners, including governments, NGOs, and communities;
- Experience in developing and facilitating PSEA trainings, in particular capacity-building, and communication materials to promote behavior change;
- Experience undertaking PSEA risk assessments, in coordination with communities, partners, and UN and other key stakeholders;
- Demonstrated ability to work across a wide variety of sectors/teams on cross-cutting themes;
- Good written and oral communication skills, effective in representation and liaison with external partners;
- Experience in policy and proposal development and the creation of standard operating procedures and tools; and,
- Ability to organize work, work independently and prioritize work under pressure, coordinate multiple tasks, maintain attention to detail, and coordination with a variety of stakeholders

Skills

- Knowledge and understanding of IOM's institutional approach on PSEA and related strategies, policies, rules and regulations

- Knowledge of the UN system and architecture;
- Knowledge of mainstreaming best practices and partnership models to ensure coordination of the same across a diversified range of actors; and,
- Ability to work with and maintain strict confidentiality, when necessary.

Languages Required

Fluency in English and Serbian

Working knowledge of Arabic, French or Spanish an advantage

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 quoting this respective Vacancy notice number (SVN 2023/13) in the subject.

Only shortlisted candidates will be contacted.

Position is subject to availability of funding

Posting period: From 15.09.2023 to 30.09.2023

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 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:** maintain high ethical standards and act in a manner consistent with organizational principles/rules and standards of conduct.
- **Professionalism:** demonstrates the 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 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 action and delegated work.
- **Communication:** encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring, and motivational way.

Managerial Competencies – behavioral indicators *level 2*

- **Leadership:** provides a clear sense of direction, leads by example and demonstrates the ability to carry out the organization's vision; assists others to realize and develop their potential.
- **Empowering others & building trust:** creates an atmosphere of trust and an enabling environment where staff can contribute their best and develop their potential.

- Strategic thinking and vision: works strategically to realize the Organization's goals and communicates a clear strategic direction.

Emergency and Crisis

- Works effectively in high-pressure, rapidly changing environments;
- Coordinates actions with emergency response actors and makes use of coordination structures;
- Supports adequate levels of information sharing between internal units, cluster partners, IOM, and other emergency response actors;
- Establishes and maintains effective relationships with implementing partners;
- Makes correct decisions rapidly based on available information.