



IOM International Organization for Migration
OIM Organisation internationale pour les migrations
OIM Organización Internacional para las Migraciones

TERMS OF REFERENCE

JUNIOR PROFESSIONAL OFFICER PROGRAM (JPO) CHIFFRE NR. 2025-1-26

I. POSITION INFORMATION

Position Title: JPO, Protection Officer

Organization: IOM - International Organization for Migration

Sector/ Organizational Unit: Emergencies & Stabilization Program

Duty Station: Bogotá, Colombia

Reports directly to: Data Manager (MGI)

Duration: 2 years with possibility of extension for another year. The extension of appointment is subject to yearly review concerning priorities, availability of funds, and satisfactory performance.

Please note that for participants of the JPO-Programme two years work experience are mandatory! Relevant work experience can be counted. In order to assess the eligibility of the candidates, we review the relevant experience acquired after obtaining the first university degree (usually bachelor's degree).

II. ORGANIZATIONAL CONTEXT AND SCOPE

Created in 1951, IOM - International Organization for Migration is the leading intergovernmental 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 this by providing services and advice to governments and migrants.

IOM Colombia seeks to strengthen its response in the territories through the presence of a Protection Officer to support in the identification of gaps and opportunities and to ensure the quality of the response in the prioritized territories.

Under the overall supervision of the Chief of Mission and the direct supervision the Emergency & Stabilization Program Coordinator, the Protection Officer will be responsible of the following responsibilities.

III. RESPONSIBILITIES AND ACCOUNTABILITIES

1. Support the Programme's protection response strategy for human mobility in context of border migration and internal displacement while keeping abreast informed of protection trends and risks in emergency contexts and provide feedback to programme coordination on measures to be taken.
2. Support in identifying, managing and promoting of alliances with government actors, NGOs, Civil Society, entities of the United Nations System and other relevant actors to generate coverage, standards of good practices, strengthening and transfer of capacities in protection in emergency contexts.
3. Provide inputs for drafting of periodic reports and other information as required.
4. Support the effective management of the budget, coordinate and monitor within IOM the administrative processes necessary for the implementation of the Programme.

IV. Coaching and Learning elements

As an integral part of the IOM assignment the Junior Professional Officer will:

- Gain experience in a UN Organization, including management and international cooperation activities, as well as understanding the dynamics of regional and international initiatives and working groups.
- Gain experience in migration policies of the region and of relevant migration governance strategies and responses.
- Acquire in-depth knowledge of IOM operation and activities.
- Be able to draft and finalize reports, concept notes and project proposals.
- Gain experience in working with governmental, non-governmental and United Nations institutions.
- Enhance negotiation skills in a multilateral setting.

V. Required Qualifications and Experience

Education

- **Master's Degree** in social sciences, humanities, politics, sociology, political science, public administration, law and/or a related field.

Experience

- Migration issues or with vulnerable populations, implementation and / or monitoring of protection projects or work with public entities for attention to migrant population or in vulnerable situations;
- Experience in protection in emergency situations with direct implementation or through implementing partners with a differentiated population;
- Experience in capacity transfer for humanitarian assistance and work with local governments;
- Experience with implementation and follow-up of humanitarian projects, including budget monitoring and partner relations; and,
- Knowledge of IOM processes and procedures is an asset.

SKILLS

- Knowledge of the broad range of migration related subject areas dealt with by the Organization;
- Knowledge of UN and bilateral donor programming;
- Knowledge of financial rules and regulations;
- Knowledge of International Public Sector Accounting Standards (IPSAS); and,
- Knowledge of Office environment, Excel, PowerPoint.

VI. LANGUAGES

Required

External applicants for all positions in the Professional category are required to be proficient in English and have at least a working knowledge of one additional UN Language (French, Spanish, Arabic, Russian or Chinese). For all applicants, fluency in English is required.

Desirable

Working knowledge of Spanish.

VII. COMPETENCIES

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

VALUES - All IOM staff members must abide by and demonstrate these five values:

- Inclusion and respect for diversity: Respects and promotes individual and cultural differences. Encourages diversity and inclusion.
- 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.
- Courage: Demonstrates willingness to take a stand on issues of importance.
- Empathy: Shows compassion for others, makes people feel safe, respected and fairly treated.

CORE COMPETENCIES - Behavioural 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 actions and delegated work.
- Communication: Encourages and contributes to clear and open communication. Explains complex matters in an informative, inspiring and motivational way.

**Bitte senden Sie Ihre JPO-Bewerbung direkt an das Büro
Führungskräfte zu Internationalen Organisationen (BFIO) unter
Angabe der Chiffre Nr. 2025-1-26 auf dem Bewerbungsbogen**

Alle Informationen finden Sie unter www.bfio.de