



## Open to Internal and External Candidates SPECIAL VACANCY NOTICE

Position Title : **Senior Project Assistant (Research)**

Duty Station : **Nuremberg, Germany**

Reference Code : **SVN-DE1-2017-12**

Classification : **Grade G VI**

Type of Appointment : **Special Fixed- term Contract until 31.08.2018 (40hrs/week)**

Estimated Start Date : **As soon as possible**

Closing Date : **16 August 2017**

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.

### **Context:**

The assisted voluntary return of migrants constitutes an integral part of the policy on migration and foreigners in Germany. It is the declared objective at a political level, both nationally and within the EU context, to strengthen the assisted voluntary return and reintegration as the preferred option in comparison to a forced return.

The Project StarthilfePlus contributes to enhance the assisted voluntary return of migrants from Germany, irrespective of their place of residence within Germany. It assists up to 34.000 asylum seekers and people whose asylum application has been rejected to return voluntarily by granting additional start-up cash as a first financial basis upon return to the country of origin or a receptive third country.

The provided start-up cash is complementary to the financial assistance granted in the framework of Germany's national AVRR project "Nationwide financial assistance to voluntary returnees from Germany" (REAG/GARP).

The additional start-up cash is granted as a payment in two instalments: the first instalment to be paid out at the airport of departure in Germany, the second one 6-8 months after arrival by a local IOM mission in the country of origin.

Under the general guidance of the Chief of Mission (COM) and the direct supervision of the Head of Project Management/Liaison and in close coordination with the StarthilfePlus

Project Manager and the Research centre “Migration, Integration and Asylum” of the Federal Office for Migration and Refugees (FOMR), the Researcher develops and implements an impact study about the IOM project StarthilfePlus in cooperation with the Research centre “Migration, Integration and Asylum” of the FOMR.

### ***Core Functions / Responsibilities:***

- Contribute to the development of an appropriate research methodology and implementation plan for a representative survey of returnees in their countries of return to conduct the impact study in close coordination with FOMR Research centre.
- Contribute to the development of standardized survey instruments and research tools that ensure comparability of data across targeted countries for the study including data collection guidelines, questionnaires as well as sampling criteria.
- Data collection for the representative survey of returnees in their home country.
- Coordinates fieldwork in cooperation with IOM missions to ensure a high quality of interviews conducted and data gathered. This includes planning interview schedules, sourcing staff, training and overseeing teams to conduct the interviews;
- Provide support coordinating the implementation of an innovative online tool for the collection and illustration of survey results in close coordination with IOM’s Media and Communication Division.
- Support the analysis of data collected from the survey and other sources for the creation of the final report also covering all findings and recommendations.
- Support the preparation of the final report of the project impact study that provides a detailed analysis of the findings from the survey.
- Prepares and coordinates in cooperation with the Research centre “Migration, Integration and Asylum” of the FOMR the final publication of the project study for distribution to broader public.
- Performs any other duties as may be assigned by the IOM.

### ***Required Qualifications and Experience***

#### **Education**

- University degree in Social Sciences, Development Studies, International Studies, Economics, Business Administration, or a related field from an accredited academic institution, with at least four years of relevant professional experience, preferably in similar roles;

#### **Experience**

- Experience in primary social research and the management of research studies, particularly in complex international environment.
- Knowledge of survey methodology and experience in data collection.

- Expertise in descriptive statistics, analysing and visualizing statistical and survey data and report writing.
- Experience in research on migration and knowledge of German and EU migration policies, with a focus on Assisted Voluntary Return and Reintegration is an added advantage;
- Organizational skills;
- Experience of working with international organizations is an advantage;
- Excellent writing and reporting skills in English and German;
- Demonstrated proficiency with data analysis software STATA/SPSS is required;
- Demonstrated proficiency with Microsoft Office applications, including Excel and PowerPoint is required;
- Ability to work effectively and harmoniously in a team of colleagues of varied cultural and professional backgrounds;

## **Languages**

Excellent knowledge of spoken and written German and English. Knowledge of other official IOM language is an advantage.

## ***Required Competencies***

The incumbent is expected to demonstrate the following competencies:

- Accountability – takes responsibility for action and manages constructive criticisms
- Client Orientation – works effectively well with client and stakeholders
- Continuous Learning – promotes continuous learning for self and others
- Communication – listens and communicates clearly, adapting delivery to the audience
- Creativity and Initiative – actively seeks new ways of improving programmes or services
- Planning and Organizing - plans work, anticipates risks, and sets goals within area of responsibility;
- Professionalism - displays mastery of subject matter
- Teamwork – contributes to a collegial team environment; incorporates gender related needs, perspectives, concerns and promotes equal gender participation.

## ***Other***

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment and verification of residency, visa and authorizations by the concerned Government, where applicable.

This post is subject to local recruitment. Only persons holding a valid residence and work permit for Germany will be eligible for consideration.

***How to apply:***

Interested candidates are invited to submit their application including a CV and a cover letter not exceeding more than one page, relevant certificates and references by email to [HRDGermany@iom.int](mailto:HRDGermany@iom.int). Due to the volume of applications received, IOM Germany Human Resources will not be able to respond to all inquiries about the application status and will only contact shortlisted candidates.

***Posting period:***

From 02 August 2017 to 16 August 2017