



International Organization for Migration (IOM)
The UN Migration Agency

Open to Internal and External Candidates

Position Title : **Cross Cultural Facilitator**
Duty Station : **London, UK**
Classification : **G5**
Type of Appointment : **Fixed term, one year with possibility of extension**
Estimated Start Date : **As soon as possible**

Closing Date : **26th of October 2018**

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.

IOM is committed to a diverse and inclusive environment. Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

Context:

IOM, in close partnership with UNHCR, central and local government agencies, and civil society partners, has been facilitating the resettlement of refugees to the UK since 2004. Currently, IOM UK provides pre-departure cultural orientation sessions for refugees prior to their arrival in the UK to enhance their integration process by providing them with accurate and relevant information about the UK.

IOM's experience in numerous countries has found that integration is a two-way process, however, working best when both refugees and those in receiving communities have a good understanding of each other's expectations, cultural differences, and practices. IOM UK therefore launched its Information Sessions in May 2016 to increase local knowledge of the refugee communities being resettled in the UK, thereby helping to reduce the adjustment period for refugees and supporting strong, appropriate integration services.

The incumbent will assist in the planning, development and delivery of Information Sessions and associated capacity building workshops activities implemented by IOM London. The incumbent will also produce periodic reports on the delivery of such activities as well as represent IOM in external forums and meetings as requested by the Chief of Mission or Head of Unit.

Core Functions / Responsibilities:

1. Assist in the development and updating of high quality teaching materials, visual aids, handouts, and activities;
2. Confidently and proactively research and provide accurate information on relevant cultures and societies to enhance information session content;
3. Provide information sessions to local authorities and their partners throughout the UK;
4. Ensure all arrangements are in place for each session, such as travel arrangements; as well as additional logistical arrangements for the delivery of the sessions
5. Write and submit reports following the delivery of each information session;
6. Maintain positive and professional relationships with local authorities and their partners;
7. Proactively communicate relevant feedback and opportunities received during information sessions to appropriate IOM staff;
8. Promote information sessions where appropriate; and contribute to the overall communications activities of IOM UK
9. Support in the development and organization of communications activities and events, as well as write-ups of said events
10. Participate in relevant meetings as requested by the Chief of Mission or Head of Unit
11. Assist in other duties that may be assigned to you by the Chief of Mission or the Head of Unit
12. Perform such other duties as may be assigned.

Required Qualifications and Experience

Education

Completed University Bachelor's degree from an accredited academic institution, preferably in Political or Social Sciences

Experience

1. At least 3 years of experience in refugee, migration, and/or integration issues
2. Proven ability to develop and deliver capacity-building sessions for host communities

Languages

Fluency in English is required. Working knowledge of any other UN language an advantage

Required Competencies

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 – behavioural 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.

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.

Only candidates residing in either the country of the duty station or from a location in a neighbouring country that is within commuting distance of the duty station will be considered. In all cases, a prerequisite for taking up the position is legal residency in the country of the duty station, or in the neighbouring country located within commuting distance, and work permit, as applicable.

How to apply:

Please submit the completed personal history form (attached below, note it has several pages) with a cover letter not more than one page specifying the motivation for application to LondonHumanResources@iom.int. Please note that the post is subject to local recruitment. Only EU citizens or persons holding a valid residence or work permit for UK/EU

will be eligible for consideration. Citizens or persons holding a valid residence or work permit for EU will be eligible for consideration. Please quote reference no. "VN GB10 2018_10 Cross Cultural Facilitator + SURNAME" in the subject of your application email.

Please note that only short-listed candidates will be contacted.

Deadline for application: 26th of October 2018