



SENIOR PROJECT COORDINATOR (SCR) ~ COLOMBO

Open to Internal & External Candidates

Organizational Unit	: SOCIAL COHESION & RECONCILIATION (SCR)
IOM Classification	: SENIOR PROJECT ASSISTANT (SCR)
Duty Station	: COLOMBO
Salary per Month	: LKR 210,000.00 (UG)
Type of Appointment	: CONTRACT BASIS (Special Short Term Ungraded Contract)
Estimated Start Date	: AS SOON AS POSSIBLE
Closing Date	: AUGUST 15, 2022

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 government 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:

Under the overall supervision of the Chief of Mission of IOM Sri Lanka & Maldives and the direct supervision of Senior Programme Manager, the successful candidate will provide specialized support for the implementation, and coordination of assigned project/s and related activities under SCR Unit with a focus on the implementation of psychosocial activities in Sri Lanka. Specifically, the duties and responsibilities include:

Core Functions / Responsibilities:

- Assist SCR Unit in project planning, including in developing concept notes and projects proposals, in social cohesion and reconciliation with a specific focus on psychosocial support.
- Assist in the implementation of SCR Unit's projects, including with regard to monitoring the project work plan, project indicators and assumptions, related to psychosocial related activities.
- Organizing meetings and workshops with the various stakeholders relevant to Mental Health & Psychosocial Support (MHPSS) project activities in collaboration with stakeholders.
- Provide inputs in Identifying training needs and provide training sessions in the area of psychosocial support.
- Prepare meeting minutes and periodic reports as per the requirement of the programme; identify and raise issues or deviations.
- Coordinate, communicate and liaise with the government counterparts, including with the Office for Reparations and its advisors on psychosocial support, private and public organizations and consultants for the implementation of the project activities.
- Provide technical guidance to the training sessions.
- Support consultancies and missions related to the SCR Unit portfolio.
- Monitor work of implementing partners and report any non-compliance to the supervisor.
- Supervise Junior project/s staff as required.

Required Qualifications and Experience

Education

- University Degree in Psychology, Political or Social Sciences, Human Rights, Law, Community Development or a related field from an accredited academic institution with Four (4) years of professional experience in the related field; or
- Minimum Six (06) years of related work experience with High School Diploma.

Experience

- Experience in the field of psychology & mental health and familiarity with Mental Health and Psychosocial Support (MHPSS) is required.
- Experience in working in the field of Peacebuilding, conflict transformation is desired.
- Experience in liaising with governmental authorities, national/international institutions, United Nations agencies and non-governmental organizations is desirable.

Technical & Other Skills

- Ability to establish and maintain effective working relationships with people of diverse cultural backgrounds.

- In depth knowledge of the broad range of social cohesion and reconciliation subject areas dealt with by the Organization is desired.
- Knowledge of UN and bilateral donor programming will be advantageous.
- Strong coordination, negotiation, mobilizing and facilitation skills will be an added advantage.

Languages

Fluency in **English** and **Sinhalese / Tamil** is required; Fluency in multiple languages is advantageous.

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.

Managerial Competencies* – Behavioural 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 and 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.

*As Applicable

Other

Appointment will be subject to certification that the candidate is medically fit for appointment and successful reference checks.

Women with the above qualifications are encouraged to apply.

How to apply:

Interested candidates are invited to submit their applications with the following documents:

- a. Detailed bio data
- b. Cover letter including two work related referees (non-related)
- c. Pre-screening form ([Here](#))

Kindly make the submission via email to HRSRILANKA@iom.int indicating position applied on subject line by **Monday 15th August 2022**.

Only shortlisted candidates will be contacted.

Posting period:

From 09.08.2022 to 15.08.2022