



IOM International Organization for Migration

CALL FOR CVS

Position	:	Consultant (MM/Review of Draft National Diaspora Policy and development of its Action Plan)
Organizational Unit	:	Migration Management
Duty Station	:	Abuja
IOM Classification	:	Consultant
Type of Appointment	:	Consultant, 30 working days
CFCV No.	:	CFCV2018/21
Estimated Start Date	:	As soon as possible
Closing Date	:	4th June 2018

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:

Working under the overall supervision of the Programme Manager (MM), Lagos and the direct supervision of the National Programme Officer (MM) and in close coordination with the Labour Migration and Diaspora unit, the successful candidate will be expected to review, amend and revise the draft National Diaspora Policy and develop an action plan in line with international best practices.

Consultant will be expected to deliver, at the minimum, the following outputs;

- An inception report and work plan two weeks of commencement of the assignment.
- Outline of the policy brief
- Write up of consultations made to present the draft policy and its action plan
- Final policy and its action plan
- Facilitate stakeholders' meeting to validate the policy and its action plan

Core Functions / Responsibilities:

1. To review, amend and revise the draft National Diaspora Policy and develop its action plan.
2. Facilitate consultation process to collect inputs for the draft National Diaspora Policy and its action plan, and collect insights and feedbacks on draft documents to make it more effective and comprehensive in line with best practices; (there will be up to four consultations).
3. To review the draft National Diaspora Policy as well as develop its action plan through a wide range of consultative process in close collaboration with IOM and members of the Standing Committee on Diaspora Matters (SCDM) in Nigeria.

4. To develop a framework that will establish institutional responsibilities and indicator with the aim of consolidating the role of the Nigeria National Volunteer Services (NNVS) in coordinating Diaspora Matters in Nigeria.
5. To facilitate an interactive session with SCDM in Nigeria with the aim of reviewing and validating the draft National Diaspora Policy and its action plan.
6. Perform such other duties as may be assigned

Required Qualifications and Experience

- Advanced University degree from an accredited academic institution preferably in Social Sciences, Public Administration and Law.
- Seven years experience in Policy Development.
- Familiarity with migration and diaspora issues in Nigeria is an advantage.
- Excellent drafting and reporting ability and previous publications on policy issues.
- Strong analytical skills as well as fluent and effective spoken and written English.
- Excellent Microsoft Word skills and ability to take notes/drafts and produce high-quality written reports.
- Motivated, committed, responsible, and able to work independently with limited direct supervision.
- A good track record of work with the Government of Nigeria and international organizations is preferred.
- Capacity to research through various search engines on the internet.
- Proven ability to meet deadlines.
- Other desirable qualifications.
 - Excellent experience working with diverse stakeholders.
 - Ability to conceptualize and integrate diverse views from government authorities, stakeholders, social partners and the broader community to achieve desired objectives.
 - Knowledge of migration and diaspora discourse.

Language

Fluent spoken and written English. Ability to speak and write in one or more Nigerian languages will be an advantage

Required Competencies

Behavioural

- Good interpersonal and communication skills
- Knowledge of statistical methods and migration data sources at the regional and international level required
- Confident use of statistical analysis software and social research methods
- Personal commitment, efficiency and drive for results
- Ability to draft text clearly and concisely
- Ability to effectively handle multiple tasks under time constraint
- Proven track record of delivering on time and within the budget

- Ability to work in English and French Languages

Other

Contract 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.

Women with the above qualifications are encouraged to apply.

How to apply:

Interested candidates are invited to submit their applications via email to **HRNIGERIA@iom.int** indicating the position as subject line while hardcopy of previous work should be sent to IOM Office at No.11, Haile Selassie Street Asokoro, Abuja. Deadline for submission of application and hardcopy of previous work is **Monday 4th June 2018**.

IOM only accepts applications with a cover letter not more than one page specifying the motivation for application, addressed to **Human Resources, International Organization for Migration (IOM)** and with a subject line **CFCV2018/21 Abuja. Consultant (MM/Review of Draft National Diaspora Policy and Development of its Action Plan)**.

All applications should include a functional email address, mobile numbers and detailed curriculum vitae (CV).

Please note that this Vacancy is open only to Nigerian National applicants and only shortlisted candidates will be contacted.

Posting period:

From 22.05.2018 to 04.06.2018