



IOM International Organization for Migration  
OIM Organisation Internationale pour les Migrations  
OIM Organización Internacional para las Migraciones

## CALL for CV OPEN TO INTERNAL AND EXTERNAL CANDIDATES

This is a request for CVs/expression of interest for the position below.  
The International Organization for Migration is seeking qualified candidates to join the IOM team.

Position Title : **Regional Counsellor**  
Duty Station: **Italian Regions as follows: Liguria, Sicily, Campania, Lazio, Piemonte, Toscana, Molise, Puglia, Emilia Romagna.**  
Classification : **Employee**  
Type of Appointment : **Special Short Term ungraded contract, 6 months, possibility of extension**  
Tentative Starting Date : **As soon as possible**  
Closing Date : **14 February 2018**  
Reference number : **CFCV 2018 05 (E)**

Established in 1951, IOM is the United Nations related 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.

**This is a local position and as such only qualified candidates residing in Italy and holding a valid residence/ working permit will be considered.**

Under the general supervision of the Director, Coordination Office for the Mediterranean and Chief of Mission in Italy and Malta and the direct supervision of the Head of the Migration Management Unit (MMU), the incumbent is responsible for providing orientation and assistance to all potential and *de facto* returnees assisted under IOM Rome project "AVRR Ex- Italy" funded by the Ministry of Interior, in full compliance with the IOM's and MOI's rules.

In particular, the incumbent will:

- Establish close contacts with the local stakeholders dealing with migrants and migration management (local entities, NGOs, Diaspora groups) in order to support them in assisting in the whole pre-departure phase of the AVRR cycle;
- Identify and provide tailor-made counselling to all Third Country Nationals (TCNs) residing in the Region and interested in returning home;
- Support migrants in filling in the AVRR application according to the established forms and procedures and in requesting the travel document to the respective consulates;
- Forward the complete file to the IOM Rome's AVRR Team for the data entry in the online system of the Ministry of Interior/Responsible Authority for the relevant authorization to departure;
- Keeping close contacts with the Police headquarters (Questure), immigration offices and Prefecture in order to support them in the authorization process of the potential migrants, eligible for AVR, within the decentralised online system;
- Disseminate the AVRR information material on the project, in close coordination with IOM Rome's Project Manager and in line with synergies identified with the RISTART and RE.V.ITA projects;
- Participate in the AVRR IOM training to be organized by IOM Rome to acquire IOM's skills and approach toward the AVRR measure;
- Organise at least one information session per month of activity involving local stakeholders such as local institutions within the Region (Municipalities, Prefectures,

- Police offices, etc.), reception centers' staff and hosted migrants, NGOs and diaspora groups, stranded migrants, as appropriate, to inform them about the AVRR measure and its developments/trends, in close synergy with the RE.V.ITA Regional Focal Points;
- Contribute to the data collection and the elaboration of the assisted AVRR caseload, keeping track of nationalities involved, migrants' typology, in order to provide timely statistics;
- Assist in organizing transportation of medical and non-medical cases, including taking necessary contacts with the medical structure and personnel and obtain the necessary medical documentation as requested by the IOM Rome Project Manager and IOM Rome Physician;
- Keeping in good order all the documents related to each potential returnee, securing the appropriate caseload filing;
  - Keeping updated the ad hoc database used for the recording of all the AVR&R applications, complete with all relevant information on each case;
  - If need be, request and collect the necessary travel documents/laissez - passer to Consulates of the Country of Origin in the city of residence or in other cities in Italy;
  - Any other task as necessary.

### **Desirable Qualifications:**

#### ***Education, experience and other requirements:***

- University degree in Political or Social Sciences, Law and/or International Relations or a related field from an accredited academic institution with three years of relevant professional experience.
- Minimum 3 years of working experience in dealing with marginalized/vulnerable groups or migrants;
- Proven working experience in dealing with the Italian institutions at central and local level, civic society, and diaspora groups;

#### ***Competencies:***

- Excellent organizational and communication skills;
- Personal commitment, efficiency and drive for results;
- Effectively coordinates actions with other implementing partners;
- Delivers on set objectives in hardship situations;
- Available to work flexible hours and under pressure;
- Italian or international valid driving license required

**Languages:** Fluent Italian and English, spoken and written. Any other language is an asset.

#### **How to apply:**

External candidates with the required qualifications should send a complete Curriculum Vitae in English (European format) to the following email address: [hriomrome@iom.int](mailto:hriomrome@iom.int) , **specifying as subject: "CFCV 2018 05.**

Internal candidates should submit the internal application form in English at the above e-mail address.

*Candidates who do not possess the above requested qualifications will not be taken into consideration.  
Only shortlisted candidates will be contacted for an interview, soon after the closing of the Call for CVs.*

#### ***Posting period:***

From 31.01.2018 to 14.02.2018