



IOM International Organization for Migration

## **SPECIAL VACANCY NOTICE (SVN)**

### **Open to Internal and External Candidates**

Position Title : **Cultural Mediator**

Duty Station : **Naples, Italy**

Classification : **Special Short Term – Grade Equivalent G3**

Type of Appointment : **Nine months with possibility of extension**

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

Closing Date : **17 June 2018**

Reference code : **SVN 2018 29 (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.

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 Director, Coordinating Office for the Mediterranean and Chief of Mission for Italy and Malta and Representative to the Holy See and the direct supervision of the Project Coordinator, the incumbent will be responsible for assisting in the implementation of the capacity building activities envisaged in the framework of the project “Accolgo, Conosco, Integro” in favour of the Prefecture of Naples.

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

- Assist with the organization of targeted training sessions in favor of the temporary reception centers (CAS) operators in the province of Naples, with a particular focus on the assessment of the skills and competences of TCNs hosted in the reception system;
- Support the project assistants and the temporary reception centers operators in collecting information on the social and economic profiles of TCNs hosted in the competence area;
- Provide general/clerical support during TCNs skills’ assessment in the temporary reception centers in the competence area;
- Support the project assistants in monitoring the implementation of the skills assessment tool and in the identification of potential shortcomings in the activities carried-out in cooperation with the operators of the reception centers;

- Provide general/clerical support to the Prefecture of Naples in day-by-day work at direct contact with TCNs, especially during monitoring visits to the reception centers (CAS or SPRAR);
- Assist the project assistants with the preparation of all relevant administrative procedure related to the project and reporting documents;
- Performing any other task as may be required.

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

### **Education and Experience**

High school diploma. At least 3 years of experience in cultural mediation in the framework of migrants' assistance. Previous experience in the assistance to vulnerable groups is a distinctive advantage.

### **Languages**

Italian and English (both fluent).

## ***Required Competencies***

### **Behavioural**

- 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
- Leadership and Negotiation – develops effective partnerships with internal and external stakeholders;
- Performance Management – identify ways and implement actions to improve performance of self and others.
- 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.
- Technological Awareness - displays awareness of relevant technological solutions;
- Resource Mobilization - works with internal and external stakeholders to meet resource needs of IOM.

### ***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.

A prerequisite of taking up the position is right of residence and right to work in the country of the duty station at the time of application.

***How to apply:***

Interested candidates are invited to submit their applications on [IOM Personal History Form](#) at [HRIOMROME@iom.int](mailto:HRIOMROME@iom.int) via e-mail **specifying as subject : SVN 2018 29 (E) Cultural Mediator, Naples.**

Internal candidates with the required qualifications are invited to 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 Vacancy.*

***Posting period:***

From 04.06.2018 to 17.06.2018