International Organization for Migration (IOM)

The UN Migration Agency

SVN-2024-067GT

Open to Internal and External Candidates

Position Title	:	**National Research Officer**
Duty Station	:	**GUATEMALA CITY, GUATEMALA**
Classification	:	**NO-A (1 position)**
Type of Appointment	:	**Special Short Term, 6 months with the possibility of an extension**
Estimated Start Date	:	**As soon as possible**
Closing Date	:	**April 5, 2024**
Reference code	:	**SVN-2024-067 GT**

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. Applications from qualified female candidates are especially encouraged. For the purpose of the vacancy, the following candidates are considered as first-tier candidates:

1. Internal candidates

2. Qualified applicants from the following NMS countries:

Algeria, Angola, Antigua and Barbuda, Bahamas, Belize, Benin, Burundi, Cambodia, Cape Verde, Cameroon, Central African Republic, Czech Republic, Comoros, Djibouti, El Salvador, Gabon, Gambia, Guyana, Holy See, Iceland, Israel, Lesotho, Libya, Luxembourg, Madagascar, Maldives, Malta, Marshall Islands, Montenegro, Micronesia, Mongolia, Namibia, Nauru, Papua New Guinea, Paraguay, Republic of Congo, Saint Vincent and the Grenadines, Samoa, Seychelles, Somalia, Suriname, Swaziland, Tanzania, Timor Leste, Togo, Trinidad and Tobago, Vanuatu, Venezuela, Vietnam, Yemen

3. External female candidates.

Organizational Context and Scope

The International Organization for Migration (IOM) is committed to the principle that humane and orderly migration benefits migrants and society. As the leading UN Migration Agency, IOM acts with its partners in the international community to: assist in meeting the growing operational challenges of migration management; advance understanding of migration issues; encourage social and economic development through migration, and uphold the human dignity and well-being of migrants.

The Roots project, implemented by IOM with the funding of USAID directly supports the objectives of the Government of Guatemala and the United States to promote synergies between labour migration and development, and to promote legal avenues of labour migration as an alternative to irregular migration. Moreover, this programme aims to facilitate the development of policies and programmes that are in the interest of migrants and society, providing effective protection and assistance to labour migrants and their families.
Under the overall supervision of the Deputy Chief of Party and the direct supervision of the knowledge and information management officer.

The candidate will be responsible for coordinating research initiatives that will inform and provide an evidence base that will guide the project's labour mobility interventions.

Core Functions / Responsibilities:

- Carry out, coordinate and monitor research tasks in response to the needs of the project, collecting and systematizing the information required within the framework of the project and ensuring quality standards; promoting knowledge management and permanent updating of the work team on issues related to the project
- Prepare guidance documents such as terms of reference and conceptual notes for the technical planning and execution of the different activities related to the research area (particularly on issues of labor and regular migration pathways)
- Provide technical support in the technical review of the various project products related to the area of research and data analysis, closely monitoring the teams of consultants hired for this purpose, as well as the project personnel who require it.
- Participate in the design and implementation of comprehensive and sustainable training processes for the development of high-quality research, focused on capacity building, skills development and impact evaluation, aimed at government institutions and civil society organizations, as well as as well as other relevant actors. Coordinate and promote communication and involvement of counterparts in the development of research activities.
- Plan and coordinate project activities related to the research area. They can include quantitative and qualitative studies, requiring various collection methods such as: consultation of secondary sources, interviews with key informants, surveys with individuals and focus groups.
- Promote the incorporation of the gender perspective in all phases of reporting and knowledge management products.
- Prepare contributions for notes, speeches and presentations based on the information generated by the project
- Contribute to the development of strategic recommendations for project planning, specifically on labor migration issues and regular migration routes
- Promote research associations with think tanks, universities, private entities and other agents.
- Collaborate in the development of analytical tools to understand issues related to migration such as living conditions, basic needs, access to services and labor migration. Apply mathematical or statistical techniques to measure the created tools.
- Contribute to producing all required research reports and products, including, but not limited to, analytical and statistical reports, displacement profiles, maps and other relevant products, preferably using computer-based dashboard creation tools.
- Carry out quality controls on studies carried out by IOM as well as by implementing partners, to identify methodological problems and implement the necessary corrective measures.

- Propose and regularly implement all necessary modifications to comply with information management systems and infrastructure according to IOM policies, standards and best practices for high performance, reliability and information security.
- Perform other duties as may be assigned.

Required Qualifications and Experience

Education
- Master's degree in political science, social science, international relations or humanitarian aid and development or related field, or.
- Bachelor's degree in the above fields with minimum two years professional experience in in the humanitarian and/or development sector.

Experience
- Experience in research methodologies.
- Demonstrable experience in migration matters.
- Experience in the design, development and implementation of research
- Experience in evaluation and information management activities;
- Experience working in international organizations and in the humanitarian community;
- Experience in developing and implementing research projects will be a clear advantage;
- Proven experience in conceptualizing the design of quantitative tools,
- Knowledge and work experience in Guatemala.

Skills
- Microsoft Office skills (Word, Excel, PowerPoint) required
- Proficiency in statistical software (Stata, SAS, R, SPSS), Adobe Creative Suite (Illustrator, Photoshop, InDesign); Geographic Information Systems software (ArcGIS or equivalent); SQL or ODK, as well as Tableau or Power BI will be a clear advantage.
- Strong verbal and written communication skills.
- Knowledge of statistics, surveys and evaluation methodologies.

Languages

Required
Fluency in Spanish and English (oral and written) is required.

Desirable
Knowledge of other local languages is an advantage

Required Competencies

The incumbent is expected to demonstrate the following values and competencies:

Values - all IOM staff members must abide by and demonstrate these three values:
- Inclusion and respect for diversity respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.

- Integrity and transparency: maintain 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.
- Courage: Demonstrates willingness to take a stand on issues of importance.
- Empathy: Shows compassion for others, makes people feel safe, respected, and fairly treated.

Core Competencies – behavioural indicators level 2
- 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 leadership and professional potential.
- Empowering others: Creates an enabling environment where staff can contribute their best and develop their potential.
- Building Trust: Promotes shared values and creates an atmosphere of trust and honesty.
- Strategic thinking and vision: Works strategically to realize the Organization's goals and communicates a clear strategic direction.
- Humility: Leads with humility and shows openness to acknowledging own shortcomings.

How to apply:

To formally apply as a mandatory application method (Internal and External Candidates), send to the following email address: recruitment-gt@iom.int, and attach the following documents.

1. Curriculum Vitae
2. A letter of interest
3. **For internal candidates, submit your application from your institutional email; it is important to attach the Internal Application Form.**

Email tittle must include:

1. Position Reference Code: **SVN-2024-067GT**

The attachment must not be larger than 2MB.

Only shortlisted candidates will be contacted. Deadline to apply for this vacancy is April 05,2024.

To consider the candidacy valid, OIM only accepts documentation that meets the requiredand complete profile. Those applications received at a later date or that do not specify thename of the position will not be considered.

If you want to know more information about salary scale, visit the site: [UN - Salary Scale](#)

Posting period: From 22.03.2024 to 05.04.2024