



International Organization for Migration (IOM)
The UN Migration Agency

SPECIAL VACANCY NOTICE (SVN) 2022-08

Open to Internal and External Candidates

Position Title : **Protection Assistant
various positions**

Duty Station : **Budapest and Szabolcs-Szatmár-Bereg County**

Classification :

Type of Appointment : **Special Short Term Ungraded
4 months with possibility of extension**

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

Closing Date : **Open-ended**

Reference code : **SVN 2022-08**

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. 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 Head of Office and the direct supervision of the Senior Project Assistant, the incumbent will be responsible for ensuring reduction of protection risks and to provide direct assistance to people affected by the crisis in Ukraine, including target train stations and land border crossing points, in the framework of the overall IOM Hungary's response in Ukraine's neighbouring countries.

Core Functions / Responsibilities:

1. Providing support in the implementation of Protection activities in urban setting, in the railway stations and in the border area.
2. Screening and conducting vulnerability assessment of individuals.
3. Disseminating information about the rights of refugees and Third Country National and available services.
4. Raising awareness about protection risks for affected people and community volunteers (including child protection, human trafficking, GBV and persons with disabilities issues)

5. Conducting needs assessments and refer cases to relevant authorities, services for further support.
6. Identifying and monitoring protection risks in the area of operation
7. Referral of Third Country Nationals volunteering to return to their home countries to relevant IOM Unit
8. Identify, assess and refer unaccompanied and separated children for family tracing and reunification.
9. Keep the protection service mapping updated.
10. Maintain continuous presence and active networking in the field to ensure appropriate flow of information on protection issues.
11. Adhere to the Standards of Conduct of IOM;
12. Perform any other duties as may be assigned.

Required Qualifications and Experience

Education

- Diploma, preferably in Social Work, Psychology or related field;

Experience

- At least 2-3 years of relevant practical experience in field or direct service provision, preferably in migration or refugee context

Languages

Fluency in Hungarian and English, preferably in Ukrainian/Russian.

Required Competencies

The incumbent is expected to demonstrate the following values and 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.

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 and verification of residency, visa and authorizations by the concerned Government, where applicable.

Only candidates residing in either the country of the duty station or from a location in a neighbouring country that is within commuting distance of the duty station will be considered. In all cases, a prerequisite for taking up the position is legal residency in the country of the duty station, or in the neighbouring country located within commuting distance, and work permit, as applicable.

How to apply:

All applications consisting of the CV and a motivation letter in English should be addressed to iombudapesthr@iom.int quoting the above vacancy notice number.

Closing date: Open-ended

No late applications will be accepted.

IOM only accepts duly completed applications.

Only shortlisted candidates will be contacted.

Posting period:

From 29.03.2022 to Open-ended

*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.*

"IOM offers a competitive salary with an excellent health insurance plan, and 2.5 days paid vacation for every full month of service"