International Organization for Migration (IOM)
The UN Migration Agency

Position Title : **Senior Consultant-Knowledge Management Systems Analysis and Strategy Development**

Duty Station : **Home based**

Classification : **Consultant, Grade Other**
Type of Appointment : **Consultant, 50 days**
Estimated Start Date : **As soon as possible**
Closing Date : **05 November 2021**

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.

Context:

Nature of Consultancy

Senior level knowledge management systems analysis and strategy development, for the EU-UN Migration Capacity Building Partnership.

Project Context and Scope

The Global Compact for Safe, Orderly and Regular Migration (GCM), agreed in 2018, led to the development of the United Nations Network on Migration (Network). The Network, consisting of various partners within and outside the UN system, provides effective, timely and coordinated system-wide support to Member States for the implementation, follow-up and review of the GCM. In this regard, the "Migration Network Hub" (Hub) was established as a virtual "meeting space" and knowledge repository for governments, stakeholders and experts to access and share migration-related information and services.

Network members oversee the work of the Hub through Core Working Group 1.2, which is chaired by the International Organization for Migration (IOM) Global Migration Data Analysis Centre (GMDAC).

Objective of assignment
The consultant will analyse existing processes within the Migration Network Hub and propose a strategy for how knowledge management could be strengthened to facilitate the sharing of information and lessons learnt from a wide range of stakeholders and across countries/regions. The strategy would focus on ensuring the sustainability - including widespread use, uptake and renewal - of the Hub and Network products, using knowledge management processes.

Reporting
The consultant will report to the Chair of the CWG 1.2 - the Senior Knowledge Management Coordinator for the Migration Network Hub at IOM-GMDAC, Berlin, in close collaboration with the Senior Programme Manager of the EU-UN Migration Capacity Building Programme in the Secretariat of the UN Network on Migration, based at IOM Headquarters.

Organizational Department / Unit to which the Consultant is contributing

Global Migration Data and Analysis Centre (GMDAC) / UN Network on Migration Secretariat

Core Functions / Responsibilities:

Tangible and measurable outputs of the work assignment

Within 35 days

1. Deliver an assessment which maps how effectively existing and planned functions of the Hub (including on how knowledge is currently shared, generated, processed, disseminated) meet the role of the knowledge platform, as defined in the GCM.
2. Deliver a report of a stakeholders needs analysis, including key informant interviews with knowledge providers and knowledge users, particularly country level networks, as well as Core and Thematic Working Groups of the Network, MPTF – Fund Management Unit, among other relevant stakeholders at global, regional and national levels.

Within 12 working days: first draft to be submitted (5 working days), followed by a finalized draft that incorporates comments (7 working days)

3. Deliver a knowledge management strategy, aligned with the mandate as defined in the GCM, that will:

• Optimize existing components of the Hub by use of new technology to facilitate knowledge exchange and sharing of information and lessons learnt from a wide range of stakeholders and across countries/regions.
• Systematize coordination and consultation with the following aspects of the Network architecture (Country level networks, Core Working Groups 2.1 and 2.2, Thematic Working Groups, MMPTF Fund Management Unit)

3 working days

4. Provide concrete recommendation report on how to:

• Embed knowledge management throughout the operation of the Hub and its related activities, giving specific guidelines for the roles and opportunities of key involved actors of the Network in order to ensure sustainability and impact of the Network's work
• Better engage government actors on and via the Hub
• Measure knowledge uptake, use and impact, as well as targets for measuring usage and effectiveness of the Hub and KM system established

Performance indicators for the evaluation of results

• Deliverables submitted on time
• Deliverables approved by Sr.Knowledge Management Coordinator and Sr Programme Manager
• Participatory approach enacted
• Catalytic response within CWG 1.2 membership

Required Qualifications and Experience:

Education

• Master's degree in Political Science, International Relations, International Affairs, Law, Information Management, Computer Science, Business Administration, Development Studies, Communications or a related field from an accredited academic institution with ten years of relevant professional experience; or,

• Bachelor's degree in the above fields with twelve years of relevant professional experience.

Experience

• Minimum ten years experience in implementing, developing, and/or managing knowledge management strategies and/or systems, preferably within inter-agency context, and within the UN system an asset.
• Proven experience evaluating knowledge management systems and processes, preferably within inter-agency contexts and within the UN system an asset
• Familiarity with the Global Compact for Migration and functioning of the UN Network on Migration desirable.
• Excellent communication and writing skills

Languages

IOM's official languages are English, French, and Spanish.

For this position, fluency in English is required (oral and written). Working knowledge of French and/or Spanish is an advantage

Proficiency of language(s) required will be specifically evaluated during the selection process, which may include written and/or oral assessments.

Notes

As part of the e-recruitment process, candidates must additionally upload their resume as well as a cover letter that provides practical experience in knowledge management, especially in inter-agency contexts, and in developing, implementing and/or evaluating knowledge management strategies and/or systems.

The consultant must adhere to the International Organization for Migration (IOM) Data Protection Principles (IN/138) and maintain confidentiality.

The consultant will be responsible to follow IOM writing guidelines and latest glossaries in all given assignments for accurate translation.

[1] Accredited Universities are the ones listed in the UNESCO World Higher Education Database (https://whed.net/home.php).

Required 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:** 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

• **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.

IOM's competency framework can be found at this link.

https://www.iom.int/sites/default/files/about-iom/iom_revised_competency_framework_external.pdf

Competencies will be assessed during a competency-based interview.

Other:

• The appointment is subject to funding confirmation.

• Appointment will be subject to certification that the candidate is medically fit for appointment or visa requirements and security clearances.

• Vacancies close at 23:59 local time Geneva, Switzerland on the respective closing date. No late applications will be accepted.

How to apply:

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by 05 November 2021 at the latest, referring to this advertisement.

IOM only accepts duly completed applications submitted through the IOM e-Recruitment system. The online tool also allows candidates to track the status of their application.

Only shortlisted candidates will be contacted.

For further information please refer to: www.iom.int/recruitment

Posting period:

From 27.10.2021 to 05.11.2021

No Fees:

IOM does not charge a fee at any stage of its recruitment process (application, interview, processing, training or other fee). IOM does not request any information related to bank accounts.

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