



VACANCY NOTICE (VN)

Open to Internal and External Candidates

Position Title : **Field Project Assistant (A.L.T. Caporalato)**
Duty Station : **Various duty stations in Italy**
Classification : **General Service Staff, Grade G4**
Type of Appointment : **Fixed term, one year with possibility of extension**
Estimated Start Date : **June 01, 2024**
Closing Date : **May 03, 2024**
Reference code : **VN 2024 21**

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 Director, Coordinating Office for the Mediterranean and Chief of Mission for Italy and Malta, the technical advice of the Integration Specialist and the direct supervision of the Labour Exploitation Expert and Project Manager, the incumbents will be responsible to support the territorial activities in the framework of the A.L.T. Caporalato D.U.E. project, aimed at fighting labour exploitation in Italy by enhancing the capacities of the National Labour Inspectorate to conduct coordinated labour inspections, identify migrants victims of labour exploitation, overcome linguistic barriers and prevent migrants' mistrust towards inspection bodies.

Core Functions / Responsibilities:

- Support in the identification of migrants victim of labour exploitation both in the framework of inspection activities and during awareness raising session in informal settlements and other gathering points;
- Provide general information on national laws and administrative procedures connected to unfair recruitment, irregular work, labour exploitation and trafficking in persons to migrant workers at risk of exploitation in various economic sector on the whole national territory;



- Promote the awareness on the mechanisms envisaged by the law for the protection of the victims of labour exploitation and/or trafficking in human beings, both in the framework of inspection activities and during awareness raising session with migrants at risk of exploitation in informal settlements and other gathering points;
- Conduct the mapping of local services and initiatives for the socio-economic inclusion of disadvantaged migrants at risk of exploitation;
- Remain available to support inspection taskforces travelling from the assigned duty station to various sites in the area of competence;
- Assist the Project Assistant and Project Manager with the preparation of all relevant reporting documentation related to the project;
- Perform any other duties as may be assigned.

Required Qualifications and Experience:

Education

- High School Diploma with 4 years of relevant experience.

Experience

- Experience in the field of migrants' assistance;
- Experience in the field of the prevention of migrants' labour exploitation would be considered as an asset;
- Previous experience with international organizations, NGOs and/or EU Agencies would be an asset.

Skills

- Knowledge of the Italian Immigration Act with specific reference to the protection of victims of labour exploitation;
- Knowledge of the phenomenon of migrants illegal hiring and exploitation in Italy;
- Driving license is required.

Languages

- Fluency in Italian is required (oral and written);
- Knowledge of English, French, Arabic, Urdu, Bangla is an asset.

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.
- 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 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.

IOM's competency framework can be found at this [link](#).

Competencies will be assessed during a competency-based interview.

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. As part of the mandatory medical entry on duty clearance, candidates will be requested to provide evidence of full vaccination against COVID-19.

This post is subject to local recruitment. Only persons holding a valid residence and work permit for Italy will be eligible for consideration.



How to apply:

Interested candidates are invited to submit their applications to applicationsiomitaly@iom.int by 03 May 2024 at 23:59 (CET - Rome time), including the following documents:

- a) CV or PHF
- b) Cover Letter
- c) Questionnaire on Mandatory Requirements (Page 5)

The reference code **VN 2024 21 Field Project Assistant_SURNAME Name** must be clearly indicated in the e-mail subject otherwise the application will not be correctly routed.

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 24.04.2024 to 03.05.2024.

Questionnaire on Mandatory Requirements for Local Recruitment in Rome, Italy

VN 2024 21 Field Project Assistant (A.L.T Caporalato), Coordination Office for the Mediterranean

Liaison Mission for Italy, Malta and the Holy See

Education

Tick as appropriate depending on what you have:

High School Diploma with 4 years of relevant experience. yes no

Language

Italian (fluency, oral and written); yes no

Knowledge of English, French, Arabic, Urdu, Bangla is an asset. yes no

Experience and skills

Experience in the field of migrants' assistance; yes no

Experience in the field of the prevention of migrants' labour exploitation would be considered as an asset;

yes no

Previous experience with international organizations, NGOs and/or EU Agencies would be an asset.

yes no

Other

Are you currently holding a valid driving license? yes no

Are you currently holding a valid residency in Italy? yes no

Are you currently holding a valid permit of stay in Italy for work reasons? yes no

Date:

Name:

Signature: