

**Open to Internal and External Candidates**

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|  Position Title | : | **National Staff Welfare Officer**  |
|  Duty Station | : | **Kyiv, Ukraine** |
|  Classification | : | **NO-B** |
|  Type of Appointment | : | **Fixed-term, One year with the possibility of extension** |
|  Estimated Start Date | : | **As soon as possible** |
|  Closing Date  | : | **5 April 2023** |

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 Chief of Mission, and the direct supervision of the Staff Welfare Officer, the National Staff Counsellor will be responsible for the implementation of the Staff welfare activities in IOM Ukraine.

***Core Functions / Responsibilities:***

1. Provide psychological face-to-face/tele-counselling and support, including assessment, confidential one to one and group sessions, to staff members in IOM Ukraine;
2. Assess staff members who are in crisis and require emergency psychological and/referral to psychiatric support;
3. Support individual staff to create their own wellbeing plans;
4. Offer and participate in the preparation of education material, seminars to enhance mental health and wellbeing of staff;
5. Liaise and collaborate with the Staff Welfare Officer and HR colleagues in IOM Ukraine
6. Coordinate with the Security Officer towards including provisions for the psychosocial needs of staff during emergencies and following critical incidents in the Country Office security plans;
7. Participate in supervision and team meetings;
8. Offer managerial consultations to relevant agency managers on ways of enhancing humanitarian staff wellbeing and mental health in accordance with the IOM Mental Health Strategy;
9. Be proactive in reaching out to missions/specific groups of staff;
10. Identify and liaise with local regional mental health resources that can be used for referrals;
11. Maintain confidential records and submit monthly statistics as agreed and end of assignment report;
12. Maintain confidentiality and professional practice standards;
13. Undertake duty travel when necessary;
14. Perform such other duties as may be assigned.

***Required Qualifications and Experience***

**Education**

* Master’s degree in counselling, social work, or other mental health or a related field from an accredited academic institution with two years of relevant professional experience; or
* University degree in the above fields with four years of relevant professional experience.
* Must be licensed or registered clinical psychologist, counsellor or social worker or equivalent in their Country of origin or training.

**Experience**

* Progressively responsible professional experience in the field of mental health is required;
* Experience with other UN Agencies, International Humanitarian Organizations or Employee Assistant Programs considered essential;
* Experience of working in hardship duty station or providing counselling services to staff working in very difficult and hazardous environments desired.
* In depth knowledge of the broad range of migration related subject areas dealt with by the Organization.
* Familiarity with diversity and its implementation;
* Knowledge of modern technologies, e.g. teleservices;
* Knowledge of psychological impact and skills to help staff cope with working in high risk environments
* Excellent communication and writing skills;
* Readiness to travel and work in emergency context.

**Languages**

Fluency in English and Ukrainian is required. Knowledge of a second official UN language is desirable.

**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 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.

***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 security clearances.

A prerequisite for taking up the position is legal residency in the country of the duty station and work permit, as applicable.

***How to apply:***

Interested candidates are invited to submit their applications on [**IOM Personal History Form**](https://ukraine.iom.int/sites/g/files/tmzbdl1861/files/documents/personal_history_form_2016.xls)to iomukrainerecruitment@iom.int by **5 April 2023** the latest, referring to this advertisement in the subject line of your message.

Only shortlisted candidates will be contacted.

***Posting period:***

From 22.03.2023 to 05.04.2023