



## SVNMM003

### Open to Internal and External Candidates

Position Title : **Migrant Protection and Operations Associate**  
Duty Station : **Yangon, Myanmar**  
Classification : **G-5**  
No. of Position : **1**  
Type of Appointment : **Special Short-Term with possible extension**  
Vacancy Number : **VA/2025/003**

Closing Date : **05 May 2025**

*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.*

In the past three years, Myanmar has faced political, economic and security challenges, on top of preexisting crises and vulnerabilities, as well as pockets of conflict. IOM has adapted programming and expanded emergency operations across key areas of need, in particularly the Northwest, Rakhine and the Southeast where there continues to be escalating conflict. Concurrently, there is widespread consensus and recognition that a highly localised response, supported by national partners, is the most effective way to reach populations, while these partners require greater support, funding, capacity building and engagement with coordination structures to ensure an equal partnerships approach and assistance which meet humanitarian standards.

The multi-faceted crisis faced in Myanmar has created an environment in which trafficking in persons (TIP) is thriving and likely to continue to do so, both through the trafficking of Myanmar nationals within the country or overseas, as well as the alarming and unprecedented trend of large-scale exploitation of foreign nationals in Myanmar. Since May 2022, IOM assisted over 1,000 victims of TIP for forced criminality with immediate protection, Assisted Voluntary Return (AVR) and Reintegration assistance, in Asia-Pacific. IOM has been responding to these new and emerging needs by expanding its network of partners and strengthening cross-referrals and collaboration to provide timely and comprehensive assistance.

IOM's programming in 2024-25 will target assistance to victims of trafficking, unaccompanied minors, stranded migrants and internal migrants vulnerable to exploitation and abuse. Counter-trafficking programming will include exploring increased assistance to women and men trafficked for forced labour from Myanmar, assistance to victims of trafficking in conflict-affected zones of Myanmar, and an expansion of rehabilitation services to victims of trafficking through capacitating Myanmar's emerging civil society organizations to actively address the protection needs of vulnerable migrants and trafficked persons.:

## ***Core Functions / Responsibilities:***

Under the overall guidance of the Chief of Mission, and the direct supervision of the Programme Manager Migrant Protection, Labour Mobility and Social Inclusion, the incumbent will:

- 1) Provide operational and logistical support towards migrants travelling to other countries for the purpose of family reunification.
- 2) Coordinate travel itineraries with beneficiaries and all concerned parties.
- 3) Coordinate all logistical requirements for Pre-Departure Orientation including facilitation of trainings.
- 4) Coordinate and track payments whenever needed.
- 5) Work closely with relevant staff on the coordination of related logistical & operational arrangements/preparations needed for Assisted Voluntary Return and Reintegration (AVRR).
- 6) Support implementing partners on counter-trafficking efforts and provide follow-up case support, including conducting needs assessments, developing care plans, facilitating referrals to other services.
- 7) Assist the protection team in screening of presumed victims of trafficking and vulnerable migrants.
- 8) Assist protection team, in coordinating trainings, partners, non-governmental and humanitarian/ protection actors, including support to organise training workshops.
- 9) Maintain data records on IOM and implementing partners' assistance to victims of human trafficking, as well as supporting partners in their management of victim data.
- 10) Support in the collection, entry (digitizing and encoding into the database) and preparing data for further processing, analysis and reporting.
- 11) Undertake duty travels, in support of the above mentioned tasks, coordination with local relevant stakeholders as necessary.
- 12) Perform such other duties as may be assigned.

## ***Required Qualifications and Experience***

### **Education**

- University degree in Social Work, or a related field from an accredited academic institution, with at least three years of relevant professional experience; or
- School diploma with five years of relevant professional experience.

### **Experience**

- Experience in protection programming especially involving trafficking in person case management, human rights and/or protection, and AVRR/movement/resettlement experience highly desirable.
- Comprehensive understanding of human rights and protection principles
- Excellent interpersonal skills and works well with people of different cultures, gender and backgrounds with ability to be flexible, work well under pressure and solve problems independently
- Commitment to human rights and protection principles
- Strong English writing and organizational skills

- Good analytical and facilitation skills for conducting assessments and able to analyze various data to provide comprehensive protection reports

### **Skill**

- Strong facilitation skills and experience in providing technical support beneficiaries;
- Excellent communication and analytical skills;
- Strong coordination skills;
- Demonstrated knowledge of the development of trainings and capacity building activities;
- Strong interpersonal and teamwork skills; and,
- Proven ability to establish and maintain effective working relationships with people of diverse cultural and national backgrounds.

### **Languages**

For all applicants, fluency in Myanmar and English is required (oral and written).

### ***Required 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**

- 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, accreditation, and security clearances.

***How to apply:***

Interested candidates are invited to submit an application letter together with complete duly filled and signed Personal History Form (PHF) (copies of certificates and further documents are not required at this stage) to below address;

International Organization for Migration (IOM)  
Mission in Myanmar – Yangon Office  
No.50-B, Thiri Mingalar, 2nd street,  
Ward 8, Kamayut Township,  
Yangon, Myanmar  
Tel: +95 9 7323 6679, +95 9 7323 6680  
Email: [hryangon@iom.int](mailto:hryangon@iom.int)

***Posting period:*** From 22 April 2025 to 05 May 2025

***Female candidates and people living with disability are especially encouraged to apply.***