

DOE team; Review regional reporting on Transition and Recovery programming, check on required revisions and harmonization of the monthly and interim reporting for timely submission to donors. Check if outcome-level accomplishments are captured and contextualized, and that lessons learned, and challenges are well monitored, and bring issues or gaps to the attention of the direct supervisor; Support the Regional DOE team in providing capacity building, training and general support to COs implementing cross-border community stabilization programming in the region. Participate in the Regional DOE team's capacity building of IOM staff on community stabilization, social cohesion and peacebuilding; Contribute to the development, review and implementation of complementary regional projects and multi-country programmes and projects focusing on community stabilization, social cohesion, resilience and peacebuilding; Undertake duty travel to countries, with the aim of providing information and support, project/programme monitoring and reporting and project implementation.

1.13 JPO – Regional Project Development and Support Officer – Pretoria, South Africa

Undertake research on and document the donors active in Southern Africa; Support the development and implementation of a donor engagement action plan, based on the existing resource mobilization strategy for Southern Africa; Support development and implementation of regional and country level donor outreach strategies; Draft donor briefs for use by senior management; In collaboration with Regional Thematic Specialists, Country Offices and relevant HQ units, support the development of regional programmes and/or response plans (or similar initiatives); Support country level project development, particularly with those Country Offices with limited capacity, by ensuring compliance with institutional standards and alignment to the IOM Strategic Results framework; Support review of donor reports to ensure compliance and adherence to institutional standards; Support the units in the Regional and Country Offices to engage and fully utilise the on-line project development and management system (PRIMA); Support COs adhere to institutional standards and processes as they relate to project development and reporting; Support the oversight and implementation of IOM funded projects managed by the Regional Office; Support the development of a regional knowledge management system, aligned to the IOM KM strategy (currently being finalised) so as to promote learning; Support the capacity building of staff in the Regional and Country Offices on KM, especially SharePoint so as to improve the reach of KM in the region.