

in the Country; Undertake field travel related to programme assessment, liaison with counterparts and donor capital visits, as required.

1.7 JPO – Local Development and Youth Employment Officer – Conakry, Guinea

Provide support in the development and roll-out of local development and youth employment, integrating the migration and labour mobility dimensions in the local and regional context; Contribute to the management and follow-up of ongoing and upcoming projects in social cohesion and human development; Contribute to the design and the development of new projects/programs in close coordination with relevant colleagues; Provide support to reports writing, systematize thematic inputs, produce in-depth analysis, as required; Participate in the preparation and facilitation trainings and field visits; Assist the IOM Guinea team in promoting human development-related initiatives and ensuring donor/stakeholders visibility through drafting/reviewing press releases, newsletters, briefing notes, etc; Support liaison efforts within IOM, and with governmental and non-governmental stakeholders, donors, UN agencies in Guinea.

1.8 JPO – Project Support Officer – Monrovia, Liberia

Provide support in development of project proposals and collection of requested documentation for submission to donors, according to IOM project development handbook; Support the Program Support Officer to maintain strong and regular liaison with relevant Government counterparts, UN Agencies, other inter-governmental organizations and non-governmental organizations; Support the Country Office's strategy and its alignment with the relevant strategies and frameworks such as the Global Compact for Migration, the UN Sustainable Development Goals and IOM's Strategic Framework; Participate in monitoring, evaluating and reporting on Project performance as defined by set indicators, success criteria, targets and milestones; Draft Project Reports, drafting and revision of project evaluation reports and other reports produced within the Country Office in coordination with the programme Support Officer; Facilitate the implementation of data collection and management system for projects to gather qualitative and quantitative information relevant to project implementation; Participate on filed missions on project monitoring and evaluation and prepares filed reports.