



International
Labour
Office

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Note for supervisors: Please complete the vacancy proposal form and submit it to the Director of the department/office for endorsement. For field positions additional approval is required by mail from the regional HR Partner before final submission to jpo@ilo.org.

VACANCY PROPOSAL FOR JUNIOR PROFESSIONAL OFFICERS (JPO) Job Description Template – Headquarters and field positions

GENERAL INFORMATION:

Title: Junior Professional Officer in *Labour Migration and Mobility*

Duty station: *Lima, Peru*

Duration of the assignment: 12 months, renewable

Grade: P2

Department/ Field Office: *RO-Lima: Regional Office for Latin America and the Caribbean*

Organisational unit: *Labour Migration and Mobility*

SUPERVISION

Direct Supervision by:

*Francesco Carella, Regional Specialist on Labour Migration and Mobility,
carella@ilo.org*

Content and methodology of supervision:

Following a period of familiarization, a time-bound work plan will be agreed between the JPO and the supervisor. Regular meetings between the JPO and the supervisor will be scheduled to discuss progress with the work plan.

Work will be discussed with, and reviewed by the supervisor at various stages before completion in order to support the learning process of the JPO as well as assure the quality of the work. Performance will be reviewed in accordance with ILO's Performance Management Framework, as applicable to Junior Professional Officers.

INTRODUCTION

The ILO's Labour Migration and Mobility programme provides governments, employers' and workers' organizations with technical and policy advice on international labour migration and on promoting decent work for migrant workers, those forcibly displaced and refugees, and promotes national and multilateral fair migration schemes, with special attention to the high presence of migrant workers in the informal economy, migrants in an irregular situation, and those in vulnerable situations. ILO advisory services and capacity building promote decent work for migrant workers, including in areas of working conditions and wages, equality of treatment, gender equality and non-discrimination, labour market institutions, health and safety at work, the recognition of professional skills and certification, the access and portability of social security benefits and recruitment in countries serviced by the ILO.

This position is located in the Regional Office for Latin America and the Caribbean based in Lima, Peru. The Regional Office has overall political and management responsibilities for the promotion of ILO principles, policies and decent work priorities in the region and provides strategic guidance and support to all country offices and Decent Work Technical Support Teams (DWTs) in the region.

The JPO will be supporting the Regional Labour Migration and Mobility Specialist who coordinates and provides technical advisory services in the field of labour migration and mobility in the region, including promoting and supporting relevant development cooperation projects. The current regional context is particularly eventful, with unprecedented flows of Venezuelan refugees and migrants affecting the entire region; mostly untapped potential for intra-regional mobility in South America made possible thanks to Mercosur; interest from several Caribbean countries in strengthening labour mobility within the subregion; and a complex migration corridor through Central America and Mexico.

In this already difficult context, the recent and ongoing impact of the COVID-19 on economies, businesses and workers is unprecedented. ILO estimates that nearly 2.2 billion workers, representing 68 per cent of the global workforce, are living in countries with recommended or required workplace closures. Migrant workers represent 4.7 per cent of this global labour pool comprising 164 million workers, with nearly half being women. Migrant workers are among the most vulnerable in the COVID-19 crisis. Reports document rising levels of discrimination and xenophobia against migrants and in some cases food insecurity, layoffs, worsening working conditions including reduction or non-payment of wages, cramped or inadequate living conditions, and increased restrictions on movements or forced returns (where they may be stigmatized as carriers of the virus). Migrant workers are often first to be laid-off but last to gain access to testing or treatment in line with nationals. They are often excluded from national COVID-19 policy responses, such as wage subsidies, unemployment benefits or social security and social protection measures. Where access to COVID-19 testing or medical treatment is available, they may not come

forward due to fear of detention or deportation, especially those in an irregular status. In the case of domestic workers, home-based workers, agricultural workers and others in the informal economy, exclusion in many countries stems from the fact that labour law does not regard them as workers.

In some cases, travel restrictions have trapped migrants in countries of destination with few options to return home. Layoffs of migrant workers not only often lead to income losses but also the expiration of visa or work permits, putting migrants into undocumented or irregular status. Travel restrictions have also meant that many migrant workers have been prevented from taking up employment abroad for which they have contracts, and for which many may have paid high recruitment fees and costs. This, in turn, can lead to further irregular movements, potential debt bondage and human trafficking. Loss of income is also resulting in a collapse in money sent home by migrant workers, with world-wide remittances expected to decrease by almost USD \$110bn in 2020.

The context provides for a challenging but highly stimulating backdrop for the JPO to operate in RO-Lima. Additionally, the JPO will also gain exposure to the areas of expertise of other regional and country specialists, with whom migration work is coordinated. Such thematic areas may include Employment, Enterprises, International Labour Standards, Vocational Training, Labour Law, Activities with Employers and Activities with Workers' Organisations, among others.

DUTIES AND RESPONSABILITIES

Under the supervision and guidance of the Regional Labour Migration and Mobility Specialist, the JPO will be engaged in the work on labour migration and mobility Latin America and the Caribbean (LAC) region. Specifically, the JPO will perform the following duties and responsibilities:

- *Prepare notes, reports and briefs on labour migration / mobility in LAC countries, based on existing national and international sources, and in collaboration with country offices and existing ILO projects*
- *Assist and participate in the organization of training activities and seminars on labour migration and mobility*
- *Provide technical inputs in the development of studies, reports and policies in the area of labour migration and mobility*
- *Support the Regional Specialist's resource mobilisation efforts, for instance by contributing to the drafting of project concept notes, project narrative documents and budgets*
- *Support the Regional Office's efforts in communicating to external audiences about the work carried out by ILO in the field of migration and mobility, by contributing to the creation of visibility materials, blog entries, etc.*
- *Perform other tasks that may be assigned in the context of the work programme of RO-Lima and LAC country offices implementing activities on migration and mobility.*

QUALIFICATIONS AND EXPERIENCE

Education:

Advanced university degree in economics, law, political science, social sciences, international relations, international development or another relevant field.

Work experience:

At least two years of professional experience, at the national or international level, of which at least one relevant to the job description or area of work. Experience in project development, communication and / or resource mobilisation will be considered particularly valuable.

Skills required for the assignment:

*Proficient in basic computer software (Microsoft Word, PowerPoint, Excel, and WP).
Strong skills in statistical software, in particular Stata
Strong analytical skills*

Languages:

Excellent command of both English and Spanish. Good working knowledge of French or Portuguese would be an asset.

ILO competencies:

The candidate is expected to demonstrate and be guided by ILO competencies, specifically:

- 1. Good communication skills, both written and verbal.*
- 2. Capacity to work on own initiative as well as to cooperate as a team member.*
- 3. Flexibility and openness to learn and develop personally as well as professionally.*

TRAINING COMPONENTS AND LEARNING ELEMENTS

Training components:

The JPO will benefit from the interaction with specialists and officials in ILO's Regional Office for Latin America and the Caribbean, and through the guidance of the supervisor will be trained in labour migration and mobility issues and policies.

Learning elements:

- The JPO will become familiar with the ILO's mandate regarding labour migration*
- The JPO will become familiar with ILO's institutional and informal coordination mechanisms, in particular with regard to labour migration and mobility issues*
- The JPO will get acquainted with the work of a multi-disciplinary and multi-cultural team.*
- The JPO will gain in-depth knowledge of labour migration and mobility issues in the LAC region and will further develop his/her analytical skills with regard to migration*

BACKGROUND INFORMATION

The ILO values diversity. We welcome applications from qualified women and men, particularly those with disabilities and from non – or under - represented member States. If needed, reasonable accommodation will be provided in the recruitment phase as well as during the JPO assignment to ensure equality of opportunities.

The ILO has a smoke-free environment.