



International  
Labour  
Office

Post number: 2133  
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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](mailto:jpo@ilo.org).*

## **VACANCY PROPOSAL FOR JUNIOR PROFESSIONAL OFFICERS (JPO)**

### **Job Description Template – Headquarters and field positions**

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#### **GENERAL INFORMATION:**

Title: JPO in climate change induced mobility  
Duty station: Geneva, Switzerland  
Duration of the assignment: 12 months, renewable  
Grade: P2  
Department/ Field Office: Conditions of Work and Equality Department  
(WORKQUALITY), International Labour Organization, Geneva headquarters  
Organizational unit: Labour Migration Branch (MIGRANT)

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#### **SUPERVISION**

##### **Direct Supervision by:**

Héloïse Ruaudel, Senior Technical Specialist, Crisis Migration, MIGRANT

##### **Content and methodology of supervision:**

A time-bound work plan will be agreed between the JPO and the supervisor within the first two weeks of the assignment.

Regular meetings between the JPO and the supervisor about work progress and quality will be scheduled every week. Any amendments and additions to the workload will occur in an organised and clear manner to be discussed during the weekly meetings.

As necessary, detailed instructions, guidance and coaching will be provided by the supervisor and other technical specialists as required, in particular in the early phases of the assignment.

Work will be discussed with, and reviewed by the supervisor at various stages before completion in order to verify accuracy and the appropriate development of projects, programmes, activities and products.

The JPO may accompany and assist the supervisor in any relevant missions, seminars, workshops and meetings.

Performance management will be reviewed in accordance with ILO's Performance Management Framework, as applicable to Junior Professional Officers.

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## **INTRODUCTION**

The Labour Migration Branch has the primary responsibility within the Office for the formulation and implementation of the Organization's policies and decisions concerning migrant workers, and substantially contributes to work globally on refugees, as well as for the design, the implementation and the evaluation of national migration policies. These are carried out in accordance with the ILO Multilateral Framework on Labour Migration, the provisions of Conventions Nos 97, 143, Recommendations Nos 86 and 151, and of other relevant international labour standards.

Climate change and environmental disasters increasingly induce different forms of mobility as people seek safety and protection, decent work and better livelihoods, sometimes exposing them to increased risks of trafficking and exploitation. Coherence between labour mobility and migration and just transitions to green economies are increasingly relevant. These situations challenge the international community to respond to these movements, as well as the significant socio-economic consequences on host and transit countries.

Key elements in addressing the drivers of growing migration, both regular and irregular, and the increasing scale, duration and complexity of forced displacement require the international community to invest in the creation of environments conducive to well-functioning labour markets and labour market institutions that can increase economic productivity, better address labour market needs through just transitions to decent green jobs, and lead to more inclusive and effective social protection systems and social justice for all in countries of origin and destination.

The importance of this issue has grown substantially, and is now increasingly addressed in international processes addressing climate change, including the UN Framework Convention on Climate Change and the Global Compact for Safe, Orderly and Regular Migration. The ILO has been called upon by its constituents to “formulate coherent just transition frameworks for labour mobility schemes that advance decent work, skills mobility and development, and poverty reduction with special consideration given to least developed countries and small island developing States”

In line with this mandate, the ILO's work in the labour dimensions of human mobility related to climate change focuses on addressing the socio-economic needs and expectations of those affected, whether they are migrating to build resilience, in anticipation or as a result of climate impacts, or through planned relocation, or are otherwise affected by climate-related mobility. This work includes supporting mobile populations, populations who are involuntarily immobile, and host countries and communities in support of the Humanitarian-Development and Peace Nexus, applying its international Labour Standards and the decent work agenda, underpinned by the ILO Guiding Principles on Access of Refugees and other Forcibly Displaced Persons to Labour Markets and ILO Recommendation No. 205 on Employment and Decent Work for Peace and Resilience (2017). ILO co-leads the UN Network on Migration Workstream on Climate Change, the GCM and the Paris Agreement, and is a member of the UNFCCC Task Force on Displacement.

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## **DUTIES AND RESPONSABILITIES**

### **General**

Under the direct supervision of the supervisor, the JPO will perform the following duties and responsibilities:

#### **1. Research and Policy Analysis**

- Contribute to the development of studies or guidelines, concerning climate change-related mobility.
- Assist in identifying research and knowledge gaps and assist in the preparation of concept notes for funding these activities.
- Contribute to the review of policies implemented at the country, regional or global level related to climate change related mobility.

#### **2. Knowledge Management**

- Support the dissemination of knowledge products related to climate change and mobility.
- Participate in knowledge-sharing events organized by the ILO and others related to the labour dimensions of climate change and mobility .
- Participate in the regular maintenance of the [Climate change, displacement and labour migration](#) page of the MIGRANT web site.
- Support regular knowledge-sharing with and between relevant branches and field offices of the ILO as well as relevant programmes such as the Action Programme on Just Transitions.

#### **3. Technical Assistance**

- Assist in the technical backstopping of projects related to climate change migration.

- Provide support towards ILO's engagement in the implementation of the Global Compact for Safe, Orderly and Regular Migration and regional reviews of GCM implementation through 2024-25, and the International Migration Review Forum 2026.
  - Provide support for the implementation and monitoring related to ILO's work on climate related crisis, including with the UN Network on Migration, the ILO-UNCCD collaboration and ILO's participation in various related policy platforms including the UNFCCC WIM Task Force on Displacement, the UN Network Working Group on climate change and migration and the Geneva-based Platform on Disaster Displacement.
  - Perform other tasks that may be assigned by the supervisor.
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## **QUALIFICATIONS AND EXPERIENCE**

### **Education:**

An advanced university degree (Masters) in one of the following areas: migration or refugee and forced migration studies, environmental studies, political science, economics, sociology, law, development studies, or other relevant discipline.

A first-level university degree (Bachelor's degree or equivalent) in combination with qualifying experience (at least 3 years of relevant working experience) may be accepted in lieu of an advanced university degree.

### **Work experience:**

**Minimum of 2 and maximum of 4 years** experience in migration and/or forced displacement and/or climate change related areas, as well as social work and employment, will be an asset.

Desirable: Prior experience in research on labour migration, and/ or forced displacement and/or climate change. Familiarity in areas of migrant or refugee skills development, employment and social issues, as well as public policy or international development studies would be an advantage. Previous experience in project management and development, monitoring and evaluation and technical knowledge of the subject matter. Experience of the development work of the United Nations as well as experience in working with vulnerable groups especially refugees and other displaced persons will be an asset.

### **Skills required for the assignment:**

#### **Minimum:**

- Excellent writing skills in English and keen attention to detail

- Proven ability to communicate effectively to different audiences
- Excellent organizational and administrative skills
- Ability to work effectively in a team and excellent interpersonal skills
- Ability to adapt to change and to propose action accordingly
- Solid computer and social media skills

Desirable:

- Technical knowledge of digital communication/media platforms and approaches

### **Languages:**

Minimum: Proficiency and ability to communicate and draft concisely in English.

Desirable: Good knowledge of a second working language of the ILO would be an asset.

### **ILO competencies:**

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

1. Good communications skills, both written and verbal, and demonstrated professionalism, including ability to meet deadlines.
2. Capacity to work on own initiative, as well as being a cooperative team member.

The ability to work in a multicultural environment, and gender-sensitive behaviour and attitudes are also required.

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## **TRAINING COMPONENTS AND LEARNING ELEMENTS**

### **Training components:**

The assignment will enable the JPO to:

- Benefit from individual learning and training opportunities.
- Participate in training workshops organized by the ILO and/or other international organizations.
- Interact with ILO constituents, other UN agencies, NGOs and other development partners working on the promotion of skill development and decent work for those affected by crisis migration.

### **Learning elements:**

The JPO training programme includes the following learning elements:

- Become more familiar with ILO's institutional coordination mechanisms, in particular internal coordination to better effectively exchange information between headquarters and the field offices.
- Enhance their technical knowledge about key concepts concerning decent work and labour market access in the context of climate change.
- Develop technical competence in research, in the development of tools and training programmes.
- Acquire skills relating to the design, implementation and monitoring of ILO projects on those affected by climate change.
- Become familiar with the ILO's mandate and activities and with its integrated approach to employment.
- Get acquainted with the work of a multi-disciplinary and multi-cultural team in HQ and the field.
- Interact with other organizations that are working on the topical and critical issue climate change mobility.
- Further their skills in the areas of project implementation and evaluation, writing and communications, and monitoring and evaluation.
- The JPO position includes a Duty travel and training allowance (DTTA) of \$4.000 per year which may be used for learning activities related to the assignment and career development.

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The ILO values diversity among its staff. We welcome applications from qualified women and men, including those with disabilities.

The ILO has a smoke-free environment.