

6.5 JPO - Knowledge Management and Innovation Officer – Geneva, Switzerland

Provide technical support on the roll out of the IOM Knowledge Management (KM) Strategy and Implementation Plan; Coordinate with IOM’s relevant units and support content curation within the internal IOM Peer Exchange and Learning on Migration (POEM) platform, SharePoint and other knowledge sharing and exchange initiatives; Support the coordination of initiatives within the Working Group on Knowledge Management and Innovation, composed of KM Focal Points from Headquarters (HQ), Regional Offices (ROs) and Country Offices (COs); Support the internal and external communication efforts of the Unit by contributing to the Unit’s Newsletter, podcast series, infographics, webpage, social media and drafting internal and external communication items; Support the regular maintenance, updating, technical development and testing of POEM and other knowledge platforms; Liaise with Information and Communications Technology (ICT)/OCU on a regular basis to ensure the platforms’ functionalities and with KM Focal Points and web administrators to promote linkages with other knowledge portals, initiatives and resources at the CO, RO and HQ levels; In close coordination with the Head of Innovation and Knowledge Management Unit, plan key activities to support the strengthening of capacities of IOM staff and partners, and contribute to the development and roll out of guidance on KM standards, approaches, and training; Contribute to the development of methods to strengthen innovation capacities of ROs and COs, partners, and governments to leverage innovation for systems transformation; Review project proposals and monitor implementation of projects with KM and innovation components.

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