



International Organization for Migration (IOM)  
The UN Migration Agency

## CALL FOR APPLICATIONS

**Position: Consultant - To conduct a training needs assessment**

**Ref code: AZCFA\_2021/03**

**Duty Station: Home based with travels to Azerbaijan**

**Appointment type: Consultancy, 75 days (with a possibility of extension)**

**Closing Date: 17 January 2021**

**Estimated Start Date: 15 February 2021**

### **Introduction:**

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants. In 2001, Azerbaijan became an IOM member state through the formalization of cooperation between IOM and the Government of Azerbaijan. More information is available at <https://azerbaijan.iom.int/>

### **Background Information:**

IOM mission to Azerbaijan and the State Migration Service (SMS) of the Republic of Azerbaijan jointly proposed an initiative to support the establishment of a Regional Training Centre on Migration to serve as a hub for knowledge sharing, research and policy dialogue with governments and a broad range of stakeholders in the field of migration in the region. While the RTCM will be based in Baku, it is expected to serve all countries in the Commonwealth of Independent States (CIS) region and other countries including Turkey, Georgia, Ukraine and Iran. The Centre is also expected to become a unique educational hub for specialized courses on migration, accessible to different stakeholders (government officials and practitioners, civil society representatives, researchers, students, media) working in the field of migration in Azerbaijan, the CIS countries and beyond.

**Project Objective:** Contributing to better migration management and regional cooperation in Azerbaijan, the CIS countries and beyond, through the establishment of a Regional Training Centre on Migration under the SMS of the Republic of Azerbaijan.

**The purpose of the assessment** is to examine the type of migration training and education opportunities available in the existing training institutions in Azerbaijan, CIS region and elsewhere, including in the European Union, and to identify gaps and needs to be addressed through the proposed RTCM. The assessment will also include a series of key recommendations for the establishment and sustainability of the RTCM, including recommendations on mainstreaming and incorporating cross-cutting issues such as gender and human rights.

### **Tasks to be performed under this assignment:**

- a) Support an international consultant, hired separately to lead the assessment, in assessing the training needs on migration through exercises, such as desk research, focus group discussions,

- surveys, and/or key informant interviews (including interviews with government officials, universities, independent experts, NGOs and other relevant organizations);
- b) Analyze the assessment results and share with international consultant;
  - c) Support drafting a set of recommendations for the establishment and sustainability of RTCM;
  - d) Present preliminary findings, in coordination with the international consultant, to IOM for consultation
  - e) Support international expert in preparing the final report based on the findings;
  - f) Develop a list of migration experts contacted during the assessment period (names, surnames, contact details) to serve as a pool of experts for the project.

**Tangible and measurable deliverables:**

1. Contribution to the final training needs assessment report;
2. Contribution to the set of recommendations for the establishment and sustainability of RTCM;
3. List of migration experts.

**Realistic delivery dates and details as to how the work must be delivered**

Implementation period – 15 February- 30 April 2021

<b>Time Period (to be completed)</b>	<b>Action</b>
By 25 February 2021	Draft work plan in coordination with international consultant and discuss research methodology developed by him/her
By 20 March 2021	Conduct desk research and interviews with key stakeholders
By 25 March 2021	Submit findings to international consultant for further analysis
By 20 April 2021	Comment on draft report developed by international consultant
By 30 April 2021	Submission of set of recommendations and list of migration experts to international consultant and IOM team

**Qualifications and experience**

The national consultant is expected to have the following competencies and personal qualities:

- Advanced degree in international law/relations, social sciences or related areas relevant for the assignment; - Complementary studies in migration studies will be an advantage; Other formal education relevant for the assignment;
- At least 5 years of proven experience with similar assignments;
- Proven experience in developing analytical works, preferably in migration related fields;
- Previous experience in conducting needs assessment;
- Experience in working with international organizations and UN agencies is an advantage;
- Strong analytical, writing and communication skills particularly in the field of interviewing;
- Good command of oral and written English/Russian.
- Demonstrate strong oral and written communication skills;
- Respond positively to feedback and differing points of view;
- Demonstrate / safeguard ethics and integrity;
- Focus on result of tasks performed;

- Demonstrate outstanding time-management and inter-personal skills; Facilitate and encourage open communication.

**The consultant is expected to demonstrate the following competencies:**

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- Professionalism: demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.
- Teamwork: contributes to a collegial team environment; incorporates gender-related needs, perspectives, concerns and promotes equal gender participation.
- Delivering results: produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- Continuous Learning: promotes continuous learning for self and others
- Accountability: takes responsibility for action and manages constructive criticisms
- Communication: listens and communicates clearly, adapting delivery to the audience

**How to apply:**

Interested candidates are requested to submit their application including the most recent CV in English by indicating name of the position and reference code applied in the subject line of the e-mail [to bakuhr@iom.int](mailto:bakuhr@iom.int) by the end of 17 January 2021.