

Job description

REACH MIGRATION ASSESSMENT OFFICER in Libya

(Reference: 18/LIB/A001)

BACKGROUND ON IMPACT AND REACH

REACH was born in 2010 as a joint initiative of two International NGOs ([IMPACT Initiatives](#) and [ACTED](#)) and the United Nations Operational Satellite Applications Programme ([UNOSAT](#)). REACH's **purpose** is to promote and facilitate the development of information products that enhance the humanitarian community's decision making and planning capacity for emergency, reconstruction and development contexts. REACH facilitates information management for aid actors through three complementary services: (a) need and situation assessments facilitated by REACH teams; (b) situation analysis using satellite imagery; (c) provision of related database and (web)-mapping facilities and expertise.

IMPACT Initiatives is a humanitarian NGO, based in Geneva, Switzerland. The organisation manages several initiatives, including the REACH Initiative. The IMPACT team comprises specialists in data collection, management and analysis and GIS. IMPACT was launched at the initiative of ACTED, an international NGO whose headquarter is based in Paris and is present in thirty countries. The two organizations have a strong complementarity formalized in a global partnership, enabling IMPACT to benefit from ACTED's operational support on its fields of intervention.

We are currently looking for a REACH Migration Assessment Officer to support our REACH Libya team based in Tunis, Tunisia.

Department: REACH
Position: REACH Migration Assessment Officer
Contract duration: 6 months
Location: Tunis, Tunisia
Starting Date: January 2019

COUNTRY PROFILE

REACH has conducted research on people on the move in the wider Mediterranean region since 2015. With a permanent presence in Libya and Tunisia since 2014, and a permanent office in Sicily since 2016, REACH conducts mainly qualitative or mixed methods assessments on people on the move in the region, frequently involving cross-country assessment and data collection activities. In Libya, REACH's migration work aims to provide qualitative and timely information to humanitarian actors and policy makers operating in the country and the Mediterranean region, with the aim to support more evidence-based decision making in an area of policy and humanitarian work which is often highly contested. This is done through both in-depth assessments which are longer and ensure a nuanced and full understanding of the issue under investigation or through shorter, quick studies, which aim to provide evidence and produce knowledge within few months.

REACH has been present in Libya since 2011, providing assessment and information management services to humanitarian actors. REACH's intervention in Libya has been divided in two phases: during and in the aftermath of the first conflict in 2011-2012 and since 2015. Since late 2015, REACH established a full time presence in country conducting various assessments such as Multi Sector Needs Assessments, IDP profiling exercises, cash and market assessments.

In 2019 and beyond REACH Libya is looking to expand information support to the humanitarian response in several key areas, including internal displacement and migration assessments. Key strategic aims are to increase geographic and sectoral coverage of migration assessments, and to enhance advocacy capacity through strengthened data collection and information targeting.

Our team in Tunisia manages our operations based in Libya.

POSITION PROFILE

FUNCTIONS

The Migration Assessment Officer is responsible for the management and implementation of assessments in the country of operation, including their preparation, implementation and follow-up. He/she is also responsible for related logistics, partner coordination, and reporting and finance requirements and will be required to provide input to the strategic development of programs.

The Migration Assessment Officer is responsible for:

- Leading and managing the design and implementation of assessment strategies and research cycle in monitoring and assessments.
- Overseeing that assessments are planned and implemented in a structured and coherent manner, in line with project and program objectives and with research cycle and other relevant guidelines.
- Approval of research TORs by management (including Geneva HQ), making sure these are also understood and used by assessment staff and stakeholders, and updated as required.
- Ensuring the timely and high quality implementation of data collection, including guaranteeing each staff member is properly trained and data cleaning mechanisms are in-place and functional during the data collection cycles.
- Overseeing the writing of timely and accurate assessment reports and factsheets, which comply with HQ guidelines.
- Assuring the implementation of workplans and deadlines.
- Ensuring that the quality of all team products. This involved reviewing all products prior to Geneva review, with final accountability for the presentation, quality and content of products.
- Leading the development/revision of assessment / program strategies, reports or new proposals.
- External representation with partners.
- Reporting on developments within the northeast Syria hub, including assessment cycles, HR, security, and operations to the Syria Country Coordinator and coordinating with the other hub managers.

Other tasks falling within his/her functions as requested by supervisors.

Reporting line: The migration assessment officer will report to the migration assessment manager, based in Tunis.

REQUIREMENTS

Required:

- ❖ Excellent academic qualifications, including a Master's degree, preferably in migration studies
- ❖ At least 2 years of relevant working experience in humanitarian settings such as research, evaluation, assessments and programmes;
- ❖ Excellent analytical skills with demonstrated quantitative and/or qualitative analytical skills;
- ❖ Excellent communication and drafting skills for effective reporting;
- ❖ Excellent team management skills, including managing and working with teams remotely;
- ❖ Ability to operate in a cross-cultural environment requiring flexibility;
- ❖ Past experience in the Middle-East, North Africa or Mediterranean region;
- ❖ Fluency in English required;
- ❖ Ability to operate Microsoft Word, Excel and Project Management Software;
- ❖ Flexibility and willingness to travel in the area of work;
- ❖ Strong contextual knowledge of the situation for migrants in the Mediterranean region required;

Desirable:

- ❖ Academic background in Migration Studies or comparable strongly preferred
- ❖ Previous research experiences in Europe, North and West Africa on migration a strong asset
- ❖ Previous field experience/ direct work with migrants in Europe, North and West Africa a strong asset
- ❖ Previous experience in remote research management an asset.

CONDITIONS

- Salary defined by the IMPACT salary grid; educational level, expertise, hardship, security, and performance are considered for pay bonus
- Additional monthly living allowance
- Free food and lodging provided at the organisation's guesthouse/or housing allowance (depending on contract length and country of assignment)
- Transportation costs covered, including additional return ticket + luggage allowance
- Provision of medical, life, and repatriation insurance + retirement package

HOW TO APPLY

Please send, **in English**, your cover letter, CV, and three references to jobs@impact-initiatives.org

Ref: 18/LIB/A001

Please indicate the reference in the subject line of your email.

For more information, visit us at <http://www.impact-initiatives.org>