

CALL FOR CVS

Open to Internal & External Candidates

Position	: Consultant Leadership Training, Mentoring, and Coaching
Organizational Unit	: Migration Health Assessment Center (MHAC)
Duty Station	: Homebased with travels within Nigeria
IOM Classification	: National Consultancy
Type of Appointment	: Consultant, 4 Months
SVN No.	: CFCV2022.110
Estimated Start Date	: As soon as possible
Closing Date	: 11 September 2022.

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental, and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

IOM is committed to a diverse and inclusive work environment. Read more about diversity and inclusion at IOM at www.iom.int/diversity. Applications are welcome from first- and second-tier candidates, particularly qualified female candidates. For all IOM vacancies, applications from qualified and eligible first-tier candidates are considered before those of qualified and eligible second-tier candidates in the selection process.

Context:

The events of the past few years have thrown up the vulnerabilities of the world system in terms of health, socio-economic wellbeing, and demography, among others. The word unprecedented would very aptly describe the Nigerian situation. Established in 1951, IOM is the leading intergovernmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

Pre-migration health activities (PMHA) are one of IOM's most well-established migration management services. PMHA are an array of procedures undertaken in the context of regular migration at the request of receiving country governments, provided through the Migration Health Assessment Centers (MHAC). PMHA may entail any number of screenings, diagnostic, treatment, or preventive services, as well as health-related travel assistance. The Migration Health Assessments Centre (MHAC) in Nigeria became operational in January 2014 with two operational centres in Abuja and Lagos. MHAC has expanded and currently conducts Immigration Medical Examination for various countries such as the United Kingdom, Australia, New Zealand, and USA visa applicants in Nigeria.

The current socio-economic situation has led to a surge in migration which translates to an increased demand for the services of MHAC. There is, therefore the need for operational excellence to enable MHAC to provide quality services. The achievement of this will require being innovative, proactive and armed with enhanced critical thinking skills, partnership building as well as ability to work independently. The staff will require leadership skills and coaching to enable them to cope and even thrive in today's VUCA (Volatile, Uncertain, Complex and Ambiguous) multilateral world. A tailored programme such as this becomes necessary for acquiring the skill set needed for efficiently delivering its mandate. "To provide a clear sense of direction, lead by example and demonstrate the ability to carry out the organisational vision." It is also expected that it will "assist others to realize and develop their potential" in line with the aspirations of the IOM competency framework, thus enabling them to be both adaptive and resilient in the face of emerging challenges.

Under the supervision of the Chief Migration Health Officer and in close coordination with the Migration Health Officers in Lagos, the Consultant will be responsible for developing and conducting training and mentorship on the following.

Core Functions / Responsibilities:

- a) Leadership insight - Role of a leader, Harnessing your significant strengths for effective leadership
 - b) Leadership applications - Power and Influence in leadership, Leadership and Change management, critical thinking in leadership, Team dynamics and working with High-performance teams.
 - c) Mentorship and Coaching - Basic coaching principles, Building individual and organisational resilience,
 - d) Specialised mentoring and Coaching sessions - Team coaching sessions, Individualised (one-to-one) coaching sessions
- The training will utilize Interactive, participatory, and continuous learning approaches, delivered through in-person and/or virtual sessions. The training materials should include Visual aids (PowerPoint and handouts). IOM will provide all materials, including pens, paper, and audio-visual equipment (overhead projector, a screen, flipcharts, LCD monitor etc) required by the consultant.

Training content: objectives/learning points, agenda, group activities such as scenarios, case studies and group discussions; staff assessment

Tangible and measurable outputs of the work assignment:

- The consultant shall develop and provide participants with all course materials to successfully complete the training. This will include participant's guides, agenda and welcome packets for all training. IOM will review and approve these documents for adequacy and alignment with the intended objectives of the program. IOM will print all training materials for both in-person and virtual sessions.
- The consultant will participate in an in-brief with IOM, prior to commencing the program and an out-brief at the end of the program
- The consultant will produce a composite end-of-program report, outlining the training approach, the prioritized outcomes, challenges and corresponding actions, conclusions, general learning and key takeaways, and recommendations forward to maximize program effectiveness.
- The consultant will provide certificates of completion to all participants who attend, complete training, and submit a course evaluation.

Performance indicators for the evaluation of results:

- Course materials are adequate and alignment with the intended objectives
- Timely delivery of the training, coaching and mentorship sessions in compliance with agreed delivery dates.
- Timely reporting and documentation of proceedings and milestones.
- Satisfaction with coordination efforts and overall performance of the consultant

Education:

- Post-graduate degree from an accredited academic institution or university degree with six to ten years of progressive working experience in the field of 1) Leadership and leadership development 2) Change management, navigating multicultural environment and organization development and 3) coaching, and mentoring

Experience & Skills:

- Demonstrated, proven technical knowledge in Leadership and leadership development is a must.
- Demonstrated a high level of professionalism and an ability to work independently and in high-pressure situations under tight deadlines.
- Excellent interpersonal communication skills, including experience in facilitation training/workshops, presentation, coaching and mentorship

Required Documents

The consultant will need to submit technical and financial proposals. Each submission must include the following:

- Consultant Profile: A CV highlighting the consultant's expertise, including training, experience and record of similar assignments in the past.
- Brief Technical Proposal (not more than 5 pages) with methodology, tools, proposed module outlines, and workplan covering all phases of implementation.
- Financial Proposal listing all costs associated with the assignment. In particular, the financial proposal should itemize the following Consultancy fees per day (indicate the total number of days required to complete the consultancy);

Languages:

Fluency in English is required (Oral and Written).

Required Competencies:

The incumbent is expected to demonstrate the following values and competencies:

Values:

- Inclusion and respect for diversity respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintain 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.

Core Competencies – behavioural indicators *level 2*

- Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- Delivering results produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- Managing and sharing knowledge continuously seeks to learn, share knowledge, and innovate.
- Accountability: takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring, and motivational way.

Other:

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

This is a national position, candidates residing in a country other than the duty station will not be considered.

Appointment will be subject to certification that the candidate is medically fit for appointment.

How to apply:

Interested candidates are invited to submit their applications via email to **HRNIGERIA@iom.int** indicating position number on subject line by **Sunday, 11th September 2022** and follow this link: <https://forms.office.com/r/GpMenbfd7T>

In order for the applications to be considered valid, IOM only accepts applications with a cover letter not more than one page specifying the motivation for application, addressed to **Human Resources, International Organization for Migration (IOM)** and with a subject line **CFCV2022.110. Homebased Consultant Leadership training, mentoring, and coaching**

All applications should include a functional email address, mobile numbers, and detailed curriculum vitae (CV)

Please note that this position is open only to Nigerian national applicants and only shortlisted candidates will be contacted.

Posting period:

From 29.08.2022 to 11.09.2022

No Fees:

IOM does not charge a fee at any stage of its recruitment process (application, interview, processing, training, or other fee). IOM does not request any information related to bank accounts.