



IOM International Organization for Migration  
OIM Organisation Internationale pour les Migrations  
OIM Organización Internacional para las Migraciones

## **Call for Curricula for a position of Data Collector and Interpreter CFCV 2016 01 (consultancy)**

In recent years, the European Union has been receiving migrants and refugees coming from various countries in Africa, the Middle East and Asia. The drivers of these current mixed migration flows include instability and conflict, social, economic and demographic inequalities, environmental degradation, rights abuses, weak governance and failed migration and asylum systems compounded by limited regular migration channels and restrictive policies. Since 16 October 2015 more than 345,000 individuals have been reported as arrived in Slovenia.

In view of this situation, the International Organization for Migration (IOM) is expanding its data collection activities at disembarkation points and reception centers in Slovenia, in close collaboration with the Slovenian Government and key stakeholders.

**Under the direct supervision of the Project Assistant based in Ljubljana and in close coordination with IOM support office in Budapest, the Data Collector will be responsible of the following activities at the entry and exit points located in Slovenia (currently Dobova and Šentilj), according to the procedures and training provided by IOM:**

1. Provide interpretation from / to Farsi to English / Slovenian.
2. Compile and report, in a systematic way, advanced notifications on arrivals and collect disaggregated data on groups of migrants/asylum seekers (arrivals, transfers, presence in the reception centers among others);
3. Update flow monitoring points (FMP) information on a regular basis;
4. Coordinate data collection activities with humanitarian and governmental stakeholders present on the ground;
5. Conduct at least 50 Flow Monitoring surveys per day, targeting migrants/asylum seekers at disembarkation points or in reception centers, using paper forms or tablets (ODK technology), in a dignified environment, while respecting protection principles, in particular with persons with specific needs;
6. Collect GPS points of disembarkation points and reception centers when necessary;
7. Report on a daily and weekly basis on the activities conducted and the realities/issues encountered on the ground and make relevant recommendations;
8. Respect IOM's Data Protection Principles;
9. Perform other duties as they might be assigned.

## **General prerequisites:**

### **Education and working experience:**

- Minimum diploma / Secondary School
- Experience in providing interpretation is highly desirable
- Experience in conducting surveys and assessments is an advantage
- Experience in working with vulnerable groups is highly desirable
- Experience with International Organizations, NGOs an advantage
- Valid European Union working permit is mandatory
- Driving license is an asset

### **Languages:**

- Working knowledge or fluency in Farsi and English is mandatory
- Fluency in Slovene is an advantage

### **Technical Competencies:**

- Delivers on set objectives in hardship situations

### **General Competencies:**

- Ability to conduct an interview/survey with neutrality and professionalism;
- Ability to take into consideration protection principles throughout the data collection activity;
- Good knowledge of the main countries of origin of the migrants/refugees arriving in Slovenia;
- Familiarity with mobile data collection technologies and GPS
- Ability to listen and work with flexibility, integrity and professionalism;
- Ability to be proactive, with common sense and good interpersonal skills;
- Ability to work within a team in difficult and multicultural environments, under pressure, in close collaboration with various stakeholders;
- Capacity to learn and gain new competencies, while accepting/giving constructive criticism.

Interested candidates shall submit their Curriculum Vitae in English to the following e-mail address: [iomljubljana@iom.int](mailto:iomljubljana@iom.int) until 12 January 2016, specifying as subject: CFCV 2016 01.

Location of the positions may change in case of changes to the migrant flows.

Please note only pre-selected candidates will be further contacted for the interview.