



## **VACANCY ANNOUNCEMENT**

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<b>VACANCY No:</b>	<b>2011/12</b>
<b>Project Title:</b>	Protecting Migrant Workers' Rights in Jordan
<b>Title of Post:</b>	National Project Coordinator (NPC)
<b>Grade of the post:</b>	NO-B
<b>Duty Station:</b>	Amman - Jordan
<b>Duration of Post:</b>	12 months with possible renewal up to a maximum of 24 months, subject to satisfactory performance
<b>Deadline of application:</b>	6 November 2011

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### **Background**

During the past decade, Jordan has experienced significant political and economic reform that contributed to an increasing integration and growth of its economy. Jordan has a very high population of non-nationals, and over half the new jobs created annually are reportedly filled by foreign workers. The majority of migrant workers are men (88 percent), and they tend to be concentrated in construction, and to a lesser extent in hospitality and tourism and in the Qualified Industrialized Zones (QIZ). Women make up an estimated 12 percent of migrant workers in Jordan, and they are primarily employed in domestic work, but also in the textiles and garments industry of the QIZs.

The Government of Jordan has taken important steps to improve protection of migrant workers' rights with the adoption of new anti-trafficking legislation in 2009 and a national anti-trafficking strategy in 2010. Domestic workers have been brought under the scope of labour law and agencies recruiting domestic workers have been regulated. In the garment sector, a comprehensive multi-stakeholder initiative is underway through Better Work Jordan to address deficits in the protection of workers' rights, as identified through factory assessments.

Despite this encouraging progress, significant gaps remain with regards to worker protection in different sectors of the Jordanian economy. There is evidence that ILO's Fundamental Principles and Rights at Work (FPRW), enshrined in eight core Conventions, are not yet fully realized in many sectors, including construction, domestic work and garments. Gaps pertain to the recruitment as well as final employment stage. This US Department of State funded project will build on on-going ILO efforts to improve working conditions in the QIZ and beyond. It will support the Government and social partners' efforts, as per the attached project document. The project will be implemented in partnership with Business for Social Responsibility (BSR). BSR will be responsible for the convening of stakeholders in the QIZ, including international buyers,

as well as companies in the construction industry to develop business-led strategies for ethical recruitment and employment of migrant workers.

The project will be managed by a National Project Coordinator (NPC) based in Amman, who will report to the Regional Director, RO Beirut. The project will be technically backstopped by ILO's Special Action Programme to combat Forced Labour (SAP-FL) which has been set up under the Declaration on Fundamental Principles and Rights at work in ILO Geneva. The NPC will collaborate closely with other related ILO projects in Jordan, and with programme and technical specialists in RO-Beirut.

### **1. Main duties and responsibilities**

- Plan, manage, coordinate, implement and monitor the project through timely provision of inputs, effective backstopping, timely and efficient delivery of outputs, and monitoring and evaluation of the project activities, in conformity with ILO policies and project strategies, and in accordance with ILO programming guidelines, and administrative and financial procedures.
- Guide and supervise the work of the project team (one project assistant and consultants), assuming full responsibility for project implementation, delivery of outputs, and attainment of the project objective. Identify any problems or constraints, and identify and implement appropriate remedies.
- Administer, control and report expenditures, in conformity with ILO procedures in coordination with relevant colleagues in Regional Finance and Programming unit
- Draw up sub-contracts as required and negotiate their terms with partners in close collaboration with relevant colleagues at the Regional Office Programming unit and Finance. Identify needs for consultants (national or international), draft terms of reference and monitor their work and outputs.
- Serve as Focal point for the Migrant Workers issues with the Ministry of Labour, workers and employers' organizations, non-governmental organizations, other UN agencies, bilateral donors and other relevant partners. Represent the project and ILO at a variety of forums such as national seminars or workshops and ensure coordination and synergies with other ILO projects, under the Decent Work Country Programme framework.
- Provide technical advice, capacity-building and overall guidance to the project-related national institutions (project societies, steering committees and/or other national institutions), and for collaborating national and sub-regional institutions. Maintain contact and provide information and briefings as required to the Government of Jordan Ministry of Labour and the social partners.

- Plan and programme the project resources in collaboration with concerned colleagues at the Regional office, prepares budget estimates an expenditure forecasts, analyzes and monitors the situation of the resources.
- Identify problems, propose solutions and action and follow-up with the Regional Office, Government and other agencies to expedite implementation and meet targets
- Provide timely reports for the ILO as necessary, actively reporting on Project achievements on a regular basis to ILO ROAS for communications, knowledge management and M&E purposes. Document lessons learned through the project and produce other written outputs as required.
- Contribute to the implementation of the Jordan's Decent Work Country Programme, and to its components dealing specifically with migrant workers and trafficking.
- Conduct regular missions to field sites to monitor and support project implementation as necessary. Organise and facilitate visits to the project for ILO officials from Geneva and Beirut.
- Devise and undertake an advocacy and outreach strategy, in close coordination with ILO ROAS Communications Unit, to ensure project visibility to a wide audience.
- Liaise with technical specialists within DWT-Beirut on specific technical areas requiring collaborative work and provide thematic support as appropriate.
- Maintain regular and effective communication with RO-Beirut, SAP-FL and other departments/offices as necessary.
- Supervise the work of support staff .
- Carry out other duties as may be assigned by supervisors.

## **2. Experience and skills required**

### Education:

Advanced university degree in economics, international development, law, social anthropology, political science or a similar discipline.

### Experience:

At least eight years' relevant national experience, ideally in a leadership position. Experience in human or labour rights is required. Familiarity with ILO or other UN agencies is desirable, and/or with employers' and workers' organisations. Knowledge of

labour migration and trafficking or sector specific experience in construction, textiles or domestic work would be an asset.

Languages: Good communication and writing skills in Arabic and English.

Competencies: Ability to motivate, lead and manage people; ability to manage complex tasks involving coordination of multiple stakeholders; ability to analyze and find solutions to difficult problems; and excellent inter-personal skills; ability to synthesize research and reach empirically based conclusions on related subjects; understanding of qualitative and quantitative approaches in social science research; ability to communicate effectively at all levels from senior policy makers to grass-roots institutions and community members; ability to work independently and under tight deadlines; sensitivity to gender issues and non-discrimination.

### **CONDITIONS OF EMPLOYMENT**

#### **Pensionable Salary:**

JD 28,794 p.a

#### **Annual Basic Salary:**

JD 23,026 p.a

#### **Allowances and benefits**

UN Pension Scheme

Health Insurance Scheme

30 working days' annual leave

Family Allowance

#### **How to apply**

Perspective candidates will be interviewed and may also be required to sit for a written examination. Ability should send their Curriculum Vitae/resume to [RECRUIT-ARABSTATES@ilo.org](mailto:RECRUIT-ARABSTATES@ilo.org) by indicating the above-mentioned vacancy number. Applications must include precise information on education, work experience (name of organization, starting and ending dates, work performed, name of supervisor and contact), and other relevant experience and skills.

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