I. Position Information

<table>
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<tr>
<th>Job Code Title:</th>
<th>Regional Project Officer (Anti-Human Trafficking &amp; Migrant Smuggling)</th>
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<tr>
<td>Contract Type and Grade:</td>
<td>Service Contract, SB-4</td>
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<td>Duration of contract:</td>
<td>6 months (renewable upon satisfactory performance and availability of funds)</td>
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<td>Supervisors:</td>
<td>Programme Coordinator (Trafficking in Persons and Migrant Smuggling) and Deputy Representative, UNODC</td>
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<td>Deadline:</td>
<td>28.12.2021</td>
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<td>Duty Station:</td>
<td>Cairo, Egypt</td>
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II. Organizational Context

Within the Regional Programme for the Arab States to Prevent and Combat Crime, Terrorism and Health Threats and Strengthen Criminal Justice Systems in line with International Human Rights Standards (2016-2021), Sub-Program 1 on “Organized Crime”, UNODC is implementing the regional project “Strengthening the Framework of the Arab Region to Prevent and Combat Human Trafficking and Migrant Smuggling”, and ‘Dismantling criminal networks involved in migrant smuggling and human trafficking and operating in North Africa’, managed by the UNODC Regional Office for the Middle East and North Africa (ROMENA).

The project ‘Dismantling criminal networks involved in migrant smuggling and human trafficking and operating in North Africa consists in a regional intervention with specific country packages covering Egypt, Libya, Morocco and Tunisia, to support the effective dismantling of criminal networks involved in migrant smuggling and human trafficking, while at the same time upholding the rights of migrants, refugees, asylum seekers and vulnerable groups. The overall objective will be achieved through:

1. Enhanced detection and interception capacities of frontline officers and agencies at selected border crossing points and key hub cities along smuggling routes.
2. Strengthened identification and investigation capacities of first responders (including law enforcement officers, healthcare professionals and social workers, labour inspectors and other relevant practitioners) with regards to migrant smuggling and human trafficking cases while protecting victims.
3. Enhanced skills and knowledge of relevant law enforcement agencies on special investigation techniques, allowing relevant authorities to more effectively and rapidly dismantle criminal networks.
4. Strengthened practical expertise and skills of criminal justice practitioners in prosecuting and adjudicating migrant smuggling and human trafficking cases, notably through regional and international cooperation.

The Programme Coordinator (Trafficking in Persons and Migrant Smuggling) located in Cairo, Egypt will be the first reporting officer and the Deputy Representative, UNODC ROMENA will be the second
III. Purpose of the assignment

1. Under the direct supervision of the Programme Coordinator (Trafficking in Persons and Migrant Smuggling), the Regional Project Officer (Anti-Human Trafficking & Migrant Smuggling) will support the implementation of the UNODC project ‘Dismantling criminal networks involved in migrant smuggling and human trafficking and operating in North Africa’, and “Strengthening the framework of the Arab Region to prevent and combat human trafficking and migrant smuggling” in Egypt, and selected regional activities Libya and Tunisia as well as other countries in the region. This will include:
   - Coordinate the planning and implementation of the project activities as outlined in the project document in region;
   - Coordinate the planning and implementation of project activities targeting Egypt, Libyan counterparts and implemented in Tunisia as well as Tunisian counterparts specifically;
   - Prepare and contribute to field missions and capacity-building activities, including the preparation of workshops and trainings in the region, and conduct all related logistical and administrative arrangements. This includes being in charge of the organization of capacity-building events pertaining to the investigation of organized criminal networks, the protection of trafficking victims and vulnerable migrants, best practices in international cooperation, etc.;
   - Prepare detailed work plans and accompanying budgets and budget revisions for the timely and realistic achievement of the project objectives, and monitor expenditure as per funding agreement;
   - Ensure timely project review, revisions, monitoring and completion of related reporting obligations;
   - Prepare various written outputs, such as background papers, correspondence with governments, working papers, mission reports, presentations, project proposals and ad hoc reports in the area of trafficking in persons and migrant smuggling in the region;
   - In coordination with the project team in ROMENA, organize all procurement of services as per project activities and in line with UN procurement regulations and financial rules and support quality assurance of deliverables;
   - Maintain updated records for the different project deliverables and revisions;
   - Liaise with counterparts and partners at the working level, including government entities and further UN agencies and international organizations, to ensure the participation and contribution of the government to project activities and the coordination of activities among the various international partners;

2. Promote and coordinate the development of UNODC activities and technical assistance projects in the field of human trafficking and migrant smuggling in the region. This will include:
   - Support the development of new initiatives and identify possible UNODC fields of intervention in close cooperation with relevant national counterparts;
   - Promote and strengthen at the working level collaborative initiatives between UNODC and other UN agencies;
   - Under the guidance of ROMENA, contribute to the mobilization of additional resources for further technical assistance projects, in line with national strategies and priority areas, and develop concept notes and project documents, when required;
   - Coordinate with the related technical units in ROMENA and UNODC Headquarters for sharing expertise;
- When required, support other Project Coordinators in the implementation of technical assistance activities in the MENA region;
- Carry out any other tasks as required.

### IV. Impact of Results

Successful implementation of UNODC activities on human trafficking and migrant smuggling according to established work-plans.

### V. Competencies and Critical Success Factors

**Professionalism:** Project coordination and administration experience and skills, and understanding of theories, concepts and approaches relevant to crime prevention and international relations. Good analytical and problem solving skills, including ability to identify and contribute to the solution of problems/issues; sound judgment and political sensibility.

**Communication:** Effective communication (spoken, written and presentational) skills. Ability to prepare, consolidate inputs and finalize programmatic reports, project documents and other relevant materials.

**Teamwork:** Good inter-personal skills and ability to establish and maintain effective partnership and working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity and gender.

**Planning, organizing and managing performance:** Ability to plan own work, manage conflicting priorities and to use time efficiently. Ability to organize and implement activities and outputs. Ability to maintain focus and pay attention to necessary details.

**Client orientation:** Ability to identify clients’ needs and develop appropriate solutions; ability to establish and maintain productive partnership with clients.

### VI. Recruitment Qualifications

**Education:**
- Advanced university degree in criminal justice, law, international relations, human rights, social sciences or relevant areas. A combination of a first level university degree and a qualifying number of relevant years of experience (two years) might be considered in lieu of the advanced degree.

**Experience:**
- Four years of relevant, progressively responsible professional experience (six years in case of a first level university degree) in the development, coordination and/or administration of projects, including on human rights, criminal justice, international relations, law enforcement, or related areas is required.
- Knowledge of and exposure to anti-human trafficking or migrant smuggling work or relevant areas is an asset.
- Work experience with the United Nations system or similar international organization is desirable.
• Relevant working experience in providing technical assistance to government authorities in Egypt and/or in the wider North Africa region is desirable.
• Work experience with web-based financial management systems is desirable.

Language Requirements:  
• Fluency, oral and written, in English and Arabic is required

Interested candidates should submit their duly filled P.11 form and a cover letter explaining why they think they are the best candidate for the position to unodc-egypthr@un.org by close of business 28.12.2021 writing in the subject line the title of the position.

Only short-listed candidates will be contacted.