



Call for Expression of Interest (Eoi)

Consultant – project coordination on gender and migration

Organization: International Organization for Migration

Department: Migration Research and Publications Division, Department of Policy and Research

Consultant experience and specialization: Experience in project coordination and support to project management; strong communications skills tailored to various stakeholders; expertise in migration and gender

Duration of consultancy: 8 January 2024 – 19 July 2024 (100%)

Location: Online/remote

CV and cover letter including references (merged in a single document) to be submitted by email to research@iom.int by Sunday 3 December 2023 midnight CET.

Established in 1951, the International Organization for Migration (IOM) is the leading intergovernmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. With 175 member states, a further 8 states holding observer status and offices in over 100 countries, 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 conducts and supports research designed to guide and inform migration policy and practice. The Migration Research and Publications Division is based at IOM Headquarters within the Department of Policy and Research and has the institutional responsibility for supporting the conduct and management of applied research on salient migration topics. Research is designed to enhance IOM's programme delivery and contribute to a broader understanding of migration patterns and processes, as well as the links between migration research and migration policy and practice.

COORDINATION SUPPORT FOR THE GENDER AND MIGRATION RESEARCH POLICY ACTION LAB

The Migration Research and Publications Division is leading a new IOM initiative, the [Gender and Migration Research Policy Action Lab](#) – GenMig. Launched in March 2023 by IOM Deputy Director General for Operations, GenMig is a multistakeholder initiative which focuses on impact research and knowledge for raising awareness on the importance gender equality in migration and fostering innovative actions supporting gender-responsive policies, operations, programming and practices to address gendered vulnerabilities and empower migrants of all genders.



Grounded on the existing evidence base, GenMig leverages impact research and knowledge of IOM staff worldwide and external partners. GenMig is supported by an internal working group gathering IOM staff across thematic areas and geographic locations. External partners are gathered in a GenMig global partner network that includes governments, United Nations agencies and other intergovernmental organizations, non-governmental organizations, foundations, the private sector and research institutions.

As an innovation incubator, GenMig supports partners through:

- Private multistakeholder dialogues and discussions on key issues, gender priorities and effective actions
- GenMig research webinar series (starting in January 2024) on the latest developments and findings in research on gender and migration
- Impact research outputs to inform policies, operations, programming and practices
- Connections to IOM's global field operations
- Development of GenMig initiatives based on a partnership approach

Against this background, a Consultant is being sought to support the Division for the coordination of GenMig activities. The Consultant will work under the overall supervision of the Head of the Migration Research and Publications Division and direct supervision of the Senior Research Officer and in close collaboration with colleagues within the Division and the Organization. The Consultant will work on the following tasks:

- Support the organization of events and meetings, including GenMig working group meetings, GenMig private dialogue series and GenMig research webinars. This includes identification of speakers and participants, drafting of agendas and programmes, coordination of invitations, communication with IOM staff and external partners, logistical and technical support to run in-person, online or hybrid events (especially on Zoom), preparing notes for file and summaries of events and meetings and edit video recordings.
- Curate the GenMig communities of practice for IOM staff and GenMig partners (on SharePoint) so that they remain up to date and support the content development of a GenMig micro-site in coordination with IOM staff.
- Draft concept notes and other background material for events or other GenMig activities/initiatives.
- Support communication activities of GenMig within the Organization, across the GenMig partner network and beyond.
- Support the development and coordination of GenMig initiatives with partners and IOM staff, including through coordination with IOM staff in diverse locations, coordination of expressions of interests, email communications, etc.
- Perform other coordination tasks as needs arise.