

30 August 2017

## **VACANCY ANNOUNCEMENT**

### ***Information and Data Management Experts (UNOPS L-ICAs)***

*The Central Mediterranean has become the primary entry point to Europe for refugees and migrants since mid-2016. In 2017, between January and June, some 83,752 refugees and migrants arrived by sea to Italy (19% increase compared to 2106). Women and children represent over 40% of the arrivals.*

*Italy is at a critical juncture because of the pressure on its asylum, reception and integration systems. The number of refugees and migrants accommodated in various reception centers went in 2016 from 103,000 to over 170,000, with around 80% in emergency facilities. In addition, by the end of 2016, UNHCR estimates that there were 147,000 recognized refugees and beneficiaries of subsidiary protection permanently living in Italy, including 547 resettled refugees in 2016 and an increased number of returnees from other European countries under Dublin, as well as an estimated 15,000 stateless persons or at risk of statelessness.*

*In such a context, having an accurate protection data and information gathering and analysis is paramount to understand protection risks of UNHCR's persons of concern and inform UNHCR and its partners interventions accordingly. In addition, as part of its work in Italy, UNHCR is undertaking a wide range of protection capacity building activities and is planning to launch a series of training on-line during 2017 and 2018.*

*In this context, UNHCR is looking for qualified candidates to perform functions of Information and Data Management Experts*

#### **Major Duties and Responsibilities:**

The Information and data management Expert will be part of the Reporting and IM team, under the supervision of the Senior Protection Officer. The position will be based in Rome, Italy. Specifically, the incumbent will:

1. Compile, aggregate and analyze data and information elements required to produce standardized protection information products, including specific products on SGBV and Child Protection, and implement data/information collection plans;
2. Support the operation in the Age, Gender and Diversity analysis of processed data and information and perform data quality and consistency control and monitoring;
3. Support and leverage geographic data for map production and use in geographic information systems (GIS);
4. Assist in training staff involved in information management activities, including data collection, training on-line and data entry teams;
5. Share UNHCR data with partner agencies and maintain Portal data and information in-line with agreed frequencies;

6. Provide technical Information Management support to Needs Assessment processes, specifically in data collection, processing/collation and analysis;
7. Support the development of innovative channels to enhance communication and outreach of UNHCR persons of concern in Italy;
8. Provide support to the Senior Protection Officer, and other senior protection staff in the operation, in her functions as required and depending on needs;
9. Perform other duties as required.

**Qualifications Required:**

- University degree in Computer Science, information technology, demography, statistics, Mathematics, Computer Engineering, Management Information System, Social Sciences, or other related fields, and have an interest in human rights, asylum and/or immigration issues;
- At least four years of experience in the field of Information management, implementing and maintaining data collection systems;
- Practical knowledge in data and information management tools and systems;
- Knowledge and skills on needs assessment methodologies and communication tools.
- Demonstrated work experience and knowledge on programming training online tools and management (with Moodle or others);
- Advanced Excel skills (e.g. pivot tables, functions, etc.) and proven skills to analyse statistical information;
- Experience with handling confidential data and demonstrated understanding of different data collection methodologies;
- Experience with relevant software such as ArcGIS, Mapinfo, SPSS, EpiInfo6, SQL Server, and/or UNHCR proGres is desirable;
- Experience with HTML, PHP, ASP and/or Java is an asset;
- Experience and knowledge of GBVIMS and CPIMS is an asset;
- Great availability to move and travel within Italy, depending on needs and also at short notice;
- Fluency in Italian and English are essential and knowledge of other languages spoken by refugees and asylum seekers are desirable;
- **Driving licence (category B).**
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**Starting Date:** to be defined

**Envisaged Duration:** initial period of three months (probationary) with possibility of extension

**Envisaged Duty Stations:** various duty stations across the country

**Remuneration:** UNOPS Local Individual Contractor Agreement (L-ICA) terms and conditions

**Closing date for applications:** **13 September**

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**How to apply - PLEASE READ CAREFULLY:**

**Please download the Personal History Form (P11) at:**

[www.unhcr.org/recruit/P11\\_UNHCR.doc](http://www.unhcr.org/recruit/P11_UNHCR.doc). Complete the P11 in English and send it, along with a motivation letter also in English, by email to: [itarovacancies@unhcr.org](mailto:itarovacancies@unhcr.org).

**Please quote position title in the subject line.**

*Incomplete or late applications will not be taken into account.*

*Acknowledgements shall only be sent to candidates short-listed for an interview.*

*Short-listed candidates will be required to sit a written test.*