



CALL FOR APPLICATIONS

Job Title: **EMPLOYMENT AND MIGRATION EXPERT**

Reference: **003/CEEAC/COM/PGDHS/DEM/SEM/2022**

Application deadline:

Duty station: **Libreville, Gabon**

Type of contract: **Fixed-term contract of three (3) years renewable**

SITUATION OF THE POST	
Department	Gender Promotion, Human and Social Development
Division	Employment & Migration
Service	Employment & Migration
Functional Relationships	<ul style="list-style-type: none">- Directors, Heads of Service and Experts of the Department;- International institutions and organisations in the field and reference institutions in the Member States.
DUTIES OF THE POST	
<p>The mission of the Employment and Migration Expert is to map the policies, challenges, needs and practices of ECCAS member countries in the area of employment as well as in the area of migration, in order to lead the States to put in place a regional policy framework in the area of employment and migration. In addition, the expert must also work to ensure that the two themes allow for the establishment of a common regional position on the mobility of workers, skills, human resources, students, etc. in a context of free movement of people and goods and a common market in the making.</p>	
MAIN RESPONSIBILITIES	
<ul style="list-style-type: none">- Monitor the activities of the ECCAS action programme on employment and migration;- Follow up on community programmes and decisions in the field of employment and migration, in particular the implementation and follow-up of the ECCAS policy on employment and migration;- Participate in the creation of a regional policy framework in the field of employment: regional employment policy;- Participate in the harmonization of state policies on employment;- Contribute to the orientation of youth training in relation to employment policy;- Identify the activities carried out in the countries of the Commission in the field of employment to make it available to other countries:- Ensure traceability of the unemployment rate with the regional institute for employment policy;- Collect data on unemployment in the region;- Strengthen the data collection and analysis system on employment and unemployment.- Develop and facilitate the process of formulating a regional policy on migration (forced and voluntary)- Work on the regionalisation and domestication of commitments made by member states at continental and regional level in the field of migration (African Union convention on IDPs, JLMP, etc)	

<ul style="list-style-type: none"> - Participate in the supervision of consultants, interns or volunteers assigned to the project; - Participate in the formulation and management of the budget related to the sector, programmes and projects emanating from the sector concerned. 	
PROFILE REQUIREMENTS	
Educational Background	Have a postgraduate degree (5 years of university education or equivalent) in Public Administration, Management or related fields.
Experience	Have at least 8 years of professional experience at similar levels of responsibility (see Article 13 of the ECCAS Staff Regulations) in the field of implementation of employment policies and in the management of projects and programmes in an International Organisation or a Government, NGO, CEMAC, Ministry and having worked with partners
Expertise	<ul style="list-style-type: none"> - Central Africa and ECCAS member countries; - International institutions and organisations of reference in the field; - Texts, treaties and international legislation on subjects related to employment; - Texts, treaties and international legislation on subjects related to migration issues - The Commission's documentary background, in particular legal texts in the field of employment and migration; - Employment actors at the continental and ECCAS levels or at the international level (partner institutions, national employment offices of member countries, associative actors, private sector); - Migration actors at continental and ECCAS levels or internationally (partner institutions, national employment offices of member countries, associative actors, private sector,); - Regional integration issues and their policy implications; - Rules and procedures of donors; - Principles of results-based management and project monitoring and evaluation system; - Project planning and management techniques; - Language: English, Spanish, French and Portuguese required.
Technical Skills	<ul style="list-style-type: none"> - Have advanced professional and managerial skills; - Ability to design, plan, manage and evaluate large teams where appropriate - Communicate orally and in writing in a multicultural environment; - Establish and maintain effective working relationships with senior officials and technical experts; - Network between employment stakeholders; - Train and raise awareness of different types of audiences - Conduct studies by processing statistical data; - Make complex recommendations in a clear and concise style; - Negotiate partnerships with donors, specialised agencies in technical fields - Manage and monitor projects, plans and programmes;

	<ul style="list-style-type: none"> - Organise and lead technical meetings with all types of internal and external contacts; - Use computer tools: Word, Excel, PowerPoint; - Use data processing tools.
Behavioural Competencies	<ul style="list-style-type: none"> - Results orientation; - Pedagogical skills; - Anticipation; - Ability to analyse and synthesise; - Organisational skills, time management and rigour; - People skills, listening skills and interpersonal skills.
EMPLOYMENT CONDITIONS	
Remuneration	<ul style="list-style-type: none"> - Salary and benefits in accordance with the ECCAS salary structure.
Nationality & gender	<ul style="list-style-type: none"> - Be a national of an ECCAS member state; the overall geographical balance between member states will be taken into account during recruitment; - Female candidates are encouraged to apply.
APPLICATION DOCUMENTS	
<ul style="list-style-type: none"> - Motivational letter of application; - Detailed curriculum vitae including full contact details of the applicant (full name, address, telephone, fax, e-mail); - Citizenship certificate; - A copy of birth certificate or supplementary judgement in lieu thereof; - A copy of criminal record (bulletin n°3) not more than three months old; - Certified copies of academic degrees and diplomas; - Work certificates and documents attesting to professional references; - A medical certificate issued by a registered doctor; - Full identities of three referees who are not related to the applicant and who can attest to the applicant's professional and moral qualities; <p>The complete file, bearing the reference: 003/CEEAC/COM/PGDHS/DEM/SEM/2022 and the job title « EMPLOYMENT AND MIGRATION EXPERT », must be sent exclusively by e-mail to the following address: recrutements@ceeac-eccas.org.</p>	