

## CALL FOR APPLICATIONS

Position Title : **Legal Consultant**  
Duty Station : **IOM Country Office for Austria, Homebased**  
Classification : **Consultant, 20h/week, EUR 2,000/month**  
Type of Appointment : **Consultant, 1.5 months with possibility of extension**  
Estimated Start Date : **As soon as possible**

Closing Date : **01 May 2022**

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. 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 is committed to a diverse and inclusive environment. Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

### **Context:**

In 2003 the IOM Country Office for Austria was designated by the Austrian Federal Ministry of the Interior as the National Contact Point Austria in the European Migration Network (EMN). The EMN is a Europe-wide network consisting of National Contact Points (NCPs), providing information on migration and asylum. The objective of the EMN is to meet the information needs of European Union institutions and of Member States' authorities and institutions on migration and asylum, by providing up-to-date, objective, reliable and comparable information, with a view to supporting policymaking in the EU in these areas and also serve to provide the general public with information on these subjects.

The EMN responds to information needs through reports, studies, Ad-Hoc Queries, so called "EMN Informs", the EMN Bulletin and the EMN Glossary. It does not normally engage in primary research: instead, its key focus is to collect data and information existing at national and EU level and to analyse and make this information available more widely.

Under the direct supervision of the Head of Research and Migration Law Unit – in coordination with the Legal Associate – and the overall supervision of the Head of Office, the successful candidate will be responsible for providing effective and efficient legal support to the Research and Migration Law Unit of the Country Office for Austria under the project "European migration network (EMN): National contact point for Austria 2021–2022".

## ***Core Functions / Responsibilities:***

1. Collect legal information and undertake research on asylum and migration related issues in Austria as well as in the EU and international context;
2. Translate EMN Ad Hoc Queries;
3. Prepare answers for EMN Ad Hoc Queries;
4. Administer EMN Ad Hoc Queries and correspondence with national counterparts;
5. Review EMN Informs and EMN Ad Hoc Query summaries;
6. Prepare drafts for legal parts of EMN Studies, Reports and other outputs;
7. Liaise with national and EU counterparts of the National Contact Point Austria in the EMN for general coordination and implementation of activities;
8. Undertake any other tasks that may be requested by the Head of Research and Migration Law Unit or that are appropriate to skills and expertise.

## ***Required Qualifications and Experience***

### **Education**

- University degree at BA level or equivalent (i.e. second section) in law, preferably from an Austrian university.

### **Experience**

- Knowledge of the Austrian, EU and international asylum and migration legislation;
- Ability to draft clear and concise texts;
- Fluency in German and English;
- Proven experience in research is a distinct advantage.

### **Languages**

Fluency in German and English

## ***Required Competencies***

The incumbent is expected to demonstrate the following values and competencies:

### **Values**

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- Professionalism: demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

### **Core Competencies** – behavioural indicators *level 1*

- **Teamwork:** develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- **Delivering results:** produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- **Managing and sharing knowledge:** continuously seeks to learn, share knowledge and innovate.
- **Accountability:** takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- **Communication:** encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

IOM's competency framework can be found at this [link](#).

### **Remuneration**

The consultant will be remunerated with a package of EUR 2,000 per month, against validation of deliverables by IOM. Travel, transportation, and daily subsistence allowance for travel duties are included in the remuneration package.

### **Other**

Any offer made to the candidate in relation to this Call for Applications is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment and verification of residency, visa and authorizations by the concerned Government, where applicable.

As part of the mandatory medical entry on duty clearance, candidates will be requested to provide evidence of full vaccination against COVID-19.

A prerequisite for taking up the position is legal residency in the country of the duty station and work permit, as applicable.

### **How to apply:**

Interested candidates are invited to submit their applications by 01 May 2022, 23:59 at the latest to [iomviennaco@iom.int](mailto:iomviennaco@iom.int) referring to this Call for Applications and using the subject line "*Family Name* – application **Legal Consultant**".

In order for an application to be considered valid, the application must contain a letter of motivation and a CV.

Only shortlisted candidates will be contacted.

### **Posting period:**

From 21 April 2022 to 01 May 2022