



International Organization for Migration (IOM)

The UN Migration Agency

IOM - Return of Qualified Afghans (RQA) Project -2019/2020

Terms of Reference

Position Information:

Organization:	General Directorate of Social Protection and Social Security, MoLSA		
Job Title:	Social Protection Advisor	Job Type:	Full Time
Number of Placements Available:	1	Closing Date:	2019/April/15
Gender:	Male/Female	Contract Duration:	10 months with a possibility for extension up to 12 months in Total
Sector:	Social Protection	Vacancy Number:	IOM -RQA 2019/2020 - (MoLSA SP) - 003
Sub Sector:	Protection		
Job Location (Province):	Kabul	City:	Kabul

Context:

Under the overall supervision of the **Deputy Minister of Social Affairs** and the direct supervision of the **General Director of Social Protection and Social Security**, the successful candidate will undertake the below mentioned responsibilities supporting the **General Directorate of Social Protection and Social Security**.

Responsibilities:

- To review the existing policies and strategies related social protection.
- Work with the Social Protection Department on organizing the National Social Protection Conference.
- Coordinate with the team to identify and develop key policy areas.
- Brief partners and other external stakeholders on policy development.
- With the guidance of the General Director of Social protection and Social Security, develop new standards and guidelines for social protection.
- With the guidance of the General Director of Social protection and Social Security, develop new regulatory documents (SOPs, standards, guidelines etc.) on social protection.
- Coordinate with all relevant stakeholder working on social inclusion and social protection.
- Assist with developing national poverty reduction roadmap.



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- Mapping of all the current services delivery and providing with proper development in this area.
- Perform any other task requested by General Director of Social Protection and Social Security and CPS (Child Protection Secretariat) Director.

Educational qualifications:

- Master's Degree in Social Science, Social Work, Human Rights, Public Policy or any other related field
- Good Policy and program development and analysis skills.
- Have a good understanding of the Afghan Context and legal basis.
- Excellent facilitation skills to work with a wide range of stakeholders and to manage different working group sessions.
- Good working knowledge of English and Pashto/Dari.
- Strong oral and written communication skills, advocacy and negotiation skills.
- Good analytical and reporting skills.

Experience:

- At least 3 to 5 years of relevant working experience with MA or 7 years of relevant working experience with BA; in the policy, strategy and standard development in Afghanistan or in South Asia region
- Working experience with governmental institutions INGOs, NGOs
- Having good working background in developing and managing any relevant program, policy, strategy, SOP, etc.

Languages:

Fluency in English and Pashto/Dari is required.