



IOM International Organization for Migration
OIM Organisation Internationale pour les Migrations
OIM Organización Internacional para las Migraciones

Position Title: Platform Developer
Location: Remote
Type of Appointment: Short Term Consultancy, 3 month contract with possibility of extension
Application Deadline Date: 9 December 2022

1. Nature of the consultancy:

The Migration, Environment and Climate Change project – *Caribbean component : Implementing Global Policies on Environmental Migration and Disaster Displacement at the Regional Level in the Caribbean* – is implemented in close collaboration with both regional governments and regional institutions. The project's overall objective is to strengthen the regional capacity of Caribbean States to coordinate efforts to address environmental migration.

In order to support the achievement of this objective, a platform will be developed to engage relevant actors, policymakers and stakeholders. It will further facilitate with the capacity building of users ensuring accessibility of relevant capacity building information for all actors. The information is to be sorted in easy-to-navigate modules for the use of a wide audience. The dissemination of information will be in keeping with the framework of the Caribbean Migration Consultations website.

2. IOM Project to which the Consultancy is contributing: *Implementing Global Policies on Environmental Migration and Disaster Displacement at the Regional Level (Caribbean Component)*

3. Tasks to be performed under this contract:

Under the overall supervision of the Project Coordinator for the Caribbean, the consultant will work closely alongside IOM and partners to undertake the platform development tasks needed to implement the above-named project.

Tasks include:

- Designing the project's hub for peer-to-peer capacity building, information sharing and feedback survey
- Providing weekly maintenance and update of the project's platform including the uploading of information, photos, and responses to questions, concerns and queries
- Creating an online database that generates reports on information gathered through registration of users from the projects website.
- Generating weekly reports on the data derived through registration on the project's platform
- Providing weekly updates to the Project Coordinator and Regional Thematic Specialist concerning the maintenance and updating of platform tools and database
- Undertake other duties as assigned

4. Tangible and measurable output of the work assignment:

At the end of the contractual period, the following outputs will be derived:

- A functional platform that supports the capacity building of users, presenting capacity building

Headquarters:

materials in an easy-to-navigate display

- Capacity to record and indicate the number of users engaged on the platform over a period of time
- A functional and updated platform with information on the project's progress and with a feedback survey for the participation of users
- A functional database to collate and generate information on the relevant topics and feedback in the online survey
- Capacity to manage the platform and generate information from the database established

5. Realistic delivery dates and details as to how the work must be delivered:

Development of platform, feedback survey and database

Week 1

- During the first week of the consultancy the consultant will develop the visual elements of the platform, including the header banner, user interface and other supporting graphics
- Building of database structure

Week 2 - 3

- The development of a prototype will be completed for testing and reviews by IOM
- Platform with functional feedback survey and database will be completed following testing and reviews given by IOM

Week 4

- Finalization of platform and database

Maintenance & update of platform, feedback survey and database

Week 5 - 12

- Generate weekly reports on the data derived through registration on the project's platform
- Weekly maintenance and update of platform/survey including progress reports

6. Education and Experience

The qualified candidate should possess:

- A university degree in Information Technology, computer science website design or a related field or
- A minimum of 3 years of relevant experience, preferably in the area of website, platform and database development
- Experience using PHP; MySQL; ASP; .NET framework or other similar programming languages would be an asset.

The candidate should also possess the following general qualifications:

- High level of computer literacy
- Excellent analytical and communication skills
- Ability to work under tight timelines
- Ability to work effectively and harmoniously with colleagues from varied cultural and professional backgrounds

7. How to apply?

Terms of Reference for the position of Deputy Sub-Regional Coordinator for the Caribbean and Head of Office.

Please adhere to the guidelines below:

- Resume and Cover letter/ Motivational Letter should be submitted to iomguyana@iom.int clearly indicate the name the of position in the email subject line with 'Re: Platform Developer, Consultancy'.
- Take time to read about IOM, our values, our work, and our culture before sending your application.

- iii. Candidates must submit their offer by **December 9, 2022**. No applications will be considered after this date.
- iv. Shortlisted candidates will be invited to an interview.
- v. Hand-delivered applications will not be given special consideration over the ones sent electronically.
- vi. Only short-listed candidates will be contacted due to the large volume of applications that are usually received.

We thank you for your interest in IOM and looking forward to receiving your application.