



# CALL FOR APPLICATION

## VOLUNTEER POSITION

### MAURITIUS PILOT YOUTH DIASPORA VOLUNTEERING PROJECT

MU10.REI2023.VP-01

#### SECTION 1

### Position Information

Position Title	General Maintenance - Volunteer
Host Organization	Association Pour Personnes En Larmes
Duty Station	ARCH Rehab Centre/ARCH Training Centre
Position Number	MU10.REI2023.VP-01
Organizational Unit	Operational Department
Reports directly to	Supervisors and Centre Manager

#### SECTION 2

### Organizational Context and Scope

Association Pour Personnes En Larmes, founded 2006, aims at empowering the vulnerable (homeless, drug addicts and vulnerable women) of the Mauritian society through rehabilitation and training. Its main activities revolve around life skills, capacity building and job skills with the goal to help beneficiaries to regain the mainstream with a sustainable capacity to keep a job and lead a stable life.

The volunteer is expected to partake in day-to-day operations as per a timetable which will be devised as soon as the person joins the team according to the daily planning. The volunteer will participate in activities with both beneficiaries and staff according to professional skills. Volunteer may be allowed to teach beneficiaries as per professional skills mentioned in position options.

#### SECTION 3

### Responsibilities and Accountabilities-

Assist in receiving, inspecting, and organizing incoming inventory, maintain inventory records, including tracking stock levels.

- Assist in classes with beneficiaries – music, art, drama, cooking, indoor and outdoor sports & games,
- Assist with the daily organization of activities.

Please note for this volunteering position the volunteer will be required to bring their personal laptop.

#### SECTION 4

## Required Qualifications and Experience

### EDUCATION

Minimum Secondary level

education

### EXPERIENCE

Demonstrated experience in social field would be an advantage and also having meticulous organizational skills.

Note: The heart to serve is not an option but a requirement.

#### SECTION 5

## Languages

### REQUIRED

Mauritian Creole

### DESIRABLE

English and/or French

#### SECTION 6

## Competencies<sup>1</sup>

■ The incumbent is expected to demonstrate the following values and competencies: **VALUES** - All volunteers must abide by and demonstrate these five values:

**Inclusion and respect for diversity:** Respects and promotes individual and cultural differences. Encourages diversity and inclusion.

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**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.

**Courage:** Demonstrates willingness to take a stand on issues of importance.

**Empathy:** Shows compassion for others, makes people feel safe, respected and fairly treated.

## CORE COMPETENCIES - Behavioural indicators - Choose a level.

**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 actions and delegated work.

**Communication:** Encourages and contributes to clear and open communication. Explains complex matters in an informative, inspiring and motivational way.

## Call For Application Submission Guidelines

Interested candidates are invited to submit their application online through this [link](#), by the 13 August 2023 (23:00 Mauritius time) . For more information on the project, click on this [link](#).

All applicants will receive written notification of the outcome of the selection process. Should an applicant request further clarification, IOM will provide a response explaining the transparency and integrity of the selection process undertaken. IOM reserves the right to decline disclosure of the specificity of decision derived by the IOM mission due to reasons related to confidentiality.

IOM reserves the right to accept or reject any Application, and to annul the selection process and reject all Expression of Interest at any time, without thereby incurring any liability to the affected applicant.

For more information, please contact IOM in writing sending an email to [iommauritius@iom.int](mailto:iommauritius@iom.int).