

Call for experts

Project Officer – Reintegration expert

Return and Reintegration Facility (RRF): OFII Referral Desk project

Publication date :	Tuesday 15 April 2025
Reference number :	04-2025/437-2/Reintegration expert
Deadline for applications :	Monday 28 April 2025 (included)
Duty station:	Abidjan, Ivory Coast
Contract duration :	9 months, with possibility of extension

Organisational overview

The **International Centre for Migration Policy Development (ICMPD)** is an international organisation, with 21 Member States and working in more than 90 countries worldwide. Contributing to the development of better and safer migration policies and programmes, ICMPD takes a holistic approach to migration: structurally linking policy and research, cooperation, community outreach, and capacity development. With over 500 staff members, it takes a regional approach in its work towards efficient cooperation and partnerships along key migration routes, with a focus on Africa, Central and South Asia, Europe, Mediterranean, and the Middle East.

Project background

Funded by the European Commission (DG HOME) and implemented by ICMPD, [the Return and Reintegration Facility \(RRF\)](#) supports EU Member States and Schengen Associated Countries (MS) to increase the effectiveness of their return and reintegration programming. The RRF provides operational and financial support to MS to facilitate the development of solutions and activities with an EU-added value in the area of return and reintegration, whilst bridging gaps between existing initiatives. In parallel, the RRF supports the implementation of the EU Strategy on Voluntary Return and Reintegration.

Created in 2009, the **Office français de l'immigration et de l'intégration (OFII)** is the French government agency in charge of managing legal migration procedure, reception of asylum seeker, integration of migrants, and assistance of voluntary return and reintegration of migrants in their country of origin. OFII has overseas in third countries such as Ivory Coast.

Objectives

Within the RRF, implemented by OFII, the OFII Referral Desk project aims to strengthen links between the various local stakeholders, reinforce the sustainability of the reintegration of returnees by providing complementary services to the reintegration assistance programs of

Member States, and facilitate the identification of returnees' difficulties in accessing state services.

Tasks

The tasks to be completed by the Expert as part of his mission are as follows:

1. Complementary reintegration services:

- with the reintegration manager or independently, conduct needs assessment interviews with returnees to identify potential referral needs and organize a selection committee, when needed;
- identify partners to set up complementary services, particularly in the areas of mental health and business start-up training;
- with the reintegration manager or independently, conduct joint project visits;
- prepare project progress and monitoring reports and/or financial reports, as appropriate;
- ensure the implementation and monitoring of services ;
- liaise with suppliers or service providers to organize and implement activities and managing payments.

2. Referrals to local services:

- implement, ensure and monitor referrals of returnees to local services;
- develop a network of partners to facilitate referrals to complementary services and improve cooperation between the reintegration and development sectors with the support of national authorities in the countries of return;
- encode cases in the Reintegration Assistance Tool (RIAT) in a timely manner and ensure proper reporting and closing.

Main results

The expert is expected to contribute to the following key results:

- Returnees have received the needed reintegration support and have been referred to the appropriate services.
- An active network of existing and new national, international, and private stakeholders has been strengthened to ensure the referral of returnees to additional services.

Reporting lines

The expert will report operationally to the Director of the OFII office in Ivory Coast and functionally to the OFII Project Coordinator based in Paris, who oversees the overall implementation of the assignment. As a fully integrated member of the existing team, the expert is expected to:

- collaborate actively as part of the team;

- participate in regular meetings and maintain close communication with the Director of the OFII office in Ivory Coast;
- coordinate activities in close liaison with, and under the guidance of, both the Director and the OFII reintegration counsellor at the OFII office in Ivory Coast;
- contribute actively to steering structures, including departmental meetings, thematic workshops, selection committees, and reintegration events.

The Director of OFII office in Ivory Coast is the point of contact for any unforeseen events regarding security during working hours.

The expert will also report to **Lorenzo Musacchio and Silvia Donizetti, ICMPD-RRF focal points for OFII at RRF**, who will be in charge of the overall supervision of the project both from an administrative and a content point of view and will, where appropriate, provide input and comments on the various deliverables.

ICMPD is the point of contact for any unforeseen events related to mission security.

Work plan

Period	Number of days
1 July 2025 – 31 March 2025	162

Maximum amount of working days: 162

Qualifications and experience

Professional Experience

- A minimum of three years of higher education in migration, social sciences, development, or a related field from an accredited institution.
- Minimum of 2 years of professional experience in social work, either in development cooperation or migration management.
- Proven experience working with migrant populations.
- Previous experience as a reintegration counsellor or as a psychologist is a strong advantage.
- Experience in leading or coordinating a network of partners is a prerequisite.
- Prior work or life experience in Côte d'Ivoire is considered an asset.

Specific Requirements

- Proven case management skills, including needs assessment, counselling and referral.
- Excellent writing and communication skills.
- Strong organizational and management capabilities.
- Ability to handle sensitive situations with empathy, discretion, and professionalism.

- Previous experience in multicultural and multilingual environments is considered an asset.
- Knowledge of local and international legal frameworks related to migration and human rights.
- Willingness and ability to travel frequently.
- Possession of a valid driver's license.

Language Skills

- Fluency in French is mandatory.
- Proficiency in written and spoken English is a strong advantage.
- Knowledge of at least one local language is an asset.

Background information/documentation to be provided by the expert in French:

- **Curriculum Vitae (CV)** – Detailing relevant experience, education, and skills.
- **Cover Letter (max 1 page)**– Explaining the applicant's motivation, relevant expertise, and approach to the assignment.
- **References** – Contact details of at least two professional references or recommendation letter

Basic information/material to be supplied by ICMPD-RRF and OFII

- Background information about the project
- Templates pertaining to the task
- Administrative documentation

Administrative information

ICMPD is committed to a respectful work environment. The expert will be required to complete an on-line training on this topic.

This position is based in OFII local office in Abidjan, Ivory Coast.

▪ Travel

Occasional travels may occur within Ivory Coast and abroad.

The expert will receive a travel itinerary from the ICMPD and will be entitled to receive a daily allowance or per diem for planned activities abroad. Travel and mission payments will be processed in accordance with the ICMPD organization's travel rules applicable at the time the travel takes place.

▪ Payment

For the duration of the assignment, the expert will receive a monthly lump sum (the expert is responsible for paying all charges incurred by his activity as an expert, i.e. including health insurance and all taxes and/or duties in accordance with national laws) upon presentation of

the countersigned contract, timesheets, a request for payment and certification by ICMPD in consultation with OFII that the services have been performed satisfactorily in accordance with the Terms of Reference.

Application process

Interested experts should send their CV, cover letter and references (contact details of at least two professional references or recommendation letters), by mentioning the reference of this announcement in the subject line of the e-mail to Ms. Silvia Donizetti silvia.donizetti@icmpd.org and Mr. Lorenzo Musacchio Lorenzo.musacchio@icmpd.org.

ICMPD may check references for first time recruitments.

Due to the high number of applications, only shortlisted candidates will be contacted. Candidates must be available for a face-to-face meeting or video-conference interview.

The assignment is subject to the availability of project funds and/or final approval by the donor. The invitation to an interview does not establish any right to future employment.