

TERMS OF REFERENCE

DEVELOPMENT of SURINAME IMMIGRATION POLICY

Position title: Consultant for the development of the immigration policy and implementation roadmap
Duty Station: Paramaribo, Suriname. Work may be conducted off-site, but candidates based in the Caribbean and with expert knowledge of the region are preferred.
Estimated start date: As soon as possible.

International Organization for Migration (IOM) seeks to recruit a qualified consultant to attend three meetings of the Inter-ministerial Committee and draft in full coordination with the Government of Suriname the Migration Policy and develop a roadmap for implementation.

- 1. Work modality:** Hybrid, (three in person days in the office)
- 2. Duration:** February 15 – June 30, 2024
- 3. Nature of the consultancy:** Desk review & stakeholders' consultation to develop a policy and a roadmap for implementation
- 4. Context and scope of the project:**

Established in 1951, the International Organization for Migration (IOM) is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, 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.

The Western Hemisphere Program (WHP), funded by the United States Department of State, Bureau of Population, Refugees and Migration (PRM), seeks to strengthen the capacities of States in Central America, Mexico, and the Caribbean to manage migration humanely and sustainably. The Program has four key outcome areas: migration management, regional dialogue and partnerships, migration crisis management, and communication for development. The Program has national activities in 11 countries.

Suriname's latest census, conducted in 2012 by the General Bureau of Statistics, contained a dedicated section on international and domestic migration with questions on ethnicity, country of birth, nationality, year of arrival in Suriname, other countries of residence, year of remigration to Suriname, motivation to migrate and sociodemographic information about emigrants. All data is disaggregated by sex.

The Ministry of Foreign Affairs, International Business and International Cooperation (BIBIS), Cabinet of the President, Ministry of Home Affairs, Ministry of Defense, Ministry of Labour, Employment Opportunity and Youth Affairs, and the Ministry of Justice and Police are mandated with aspects of migration management.

The Department for Consular Affairs and Migration within the BIBIS is responsible for visa applications. The Directorate of National Security, under the Cabinet of the President, manages border security. The Department of Aliens Affairs within the Ministry of Justice and Police is responsible for managing residency applications, approvals, and expulsion processes. The Department of Aliens Service, also within the Ministry of Justice and Police, implements immigration policy and is mandated to supervise the admission of stay and executing orders for the deportation, expulsion, or extradition of foreign nationals. The Ministry of Home Affairs is responsible for registering foreign residents through its Central Bureau for Civil Affairs. In parallel, the Ministry of Labour, Employment Opportunity, and Youth Affairs processes relevant labour permits for migrants. Finally, the Ministry of Defense checks the entries and exits of foreigners at border and crossing points.

Suriname recognizes and has embraced the need to maximize the opportunities and to face the challenges that mobility brings has been recognized with the inclusion of migration in the 2030 Agenda for Sustainable Development, and with the adoption of the Global Compact for Safe, Orderly and Regular Migration. The incorporation of target 10.7 into the 2030 Agenda created the need to define “planned and well-managed migration policies”.

Findings from the IOM’s Displacement Tracking Matrix study (2020) and Migration Needs Assessment Suriname (2021) will help inform the policy.

Since 2022, BIBIS has been working with IOM to develop a migration policy. In Phase 13 the WHP supported the Government of Suriname with the development of a policy framework which will provide a strong place from which to build the national migration policy. To continue the process of developing the Suriname Migration Policy, it is important that the policy includes a roadmap for implementation. In May 2023, Suriname established an active inter-ministerial coordination mechanism on migration issues, the **Inter-ministerial Committee for International Migration** which was formally instated on October 27, 2023. The preparation of the draft policy and roadmap for implementation will be done in close coordination and collaboration with the abovementioned committee.

5. Organizational Department / Unit to which the Consultant is contributing:

Western Hemisphere Program in Suriname under IOM’s Regional Office for Central America, North America and the Caribbean.

6. Category "B" consultants: Tasks to be performed within the framework of this contract.

*Deliverables

* The consultant should at all times work in close coordination and collaboration with IOM and the **Inter-ministerial Committee for International Migration**.

TASKS	DELIVERABLES
February 15 – February 29, 2024	
Desk Review	
1) Desk review of existing legislation, policies, institutional structures, and coordination mechanisms pertaining to migration in Suriname	Report from the desk review
2) Analysis of a) existing data and analysis on Surinamese migration trends (b) legislative / regulatory frameworks	Report from the analysis

(international, regional, and national	
3) Develop an online survey to collect data for the development of the Suriname Immigration Policy and the implementation roadmap.	Online Survey
4) Review and collate feedback collected from whole of government and whole of society.	Report on key immigration issues raised to be discussed with MoFA and IOM to determine inclusion in policy
Payment	35 %
March 01 – April 15, 2024	
Data Collection	
1) Conduct interviews with relevant government Ministries and other institutions	In coordination with Project Manager: <ul style="list-style-type: none"> Finalize questions for interviews with identified stakeholders. Draft an Interview Protocol for civil society stakeholders, draft detailed work plan/interview schedule. Conduct interviews. Prepare final version of interview notes;
2) Conduct in-person and virtual consultations with representatives of relevant stakeholders and the Inter-ministerial Committee for International Migration.	One in person and at least five online consultations with representatives of relevant stakeholders and the Inter-ministerial Committee for International Migration.
Payment	30 %

April 15 – May 15, 2024	
Data Analysis and Draft Suriname Immigration Policy	
1) Draft the Suriname Migration Policy	Systemize and analyse data and write first draft of report.
2) Consult with the Inter-ministerial Committee on the first draft of report.	<ul style="list-style-type: none"> • Attend meetings and participate in consultations with the Inter-ministerial Committee. • Provide report on recommendations based on discussions and international best practices to be included as Annex to the policy;
Payment 25 %	
May 15 – June 30, 2024	
Editing & Publication	
1) Review amended draft with all stakeholders	<ul style="list-style-type: none"> • In collaboration with the Project Coordinator, circulate first draft to all stakeholders (government, private and public sector) for review. • Present and collate feedback on draft to validate document;
2) Edit draft with feedback from the review process, finalize report and prepare for publication	Submit final policy designed for publication to IOM, Minister of Foreign Affairs and Inter-ministerial Committee
3) Develop an implementation roadmap	Based on finalized policy, develop an implementation roadmap and validate with the Inter-Ministerial Committee
Payment 10 %	

*Deadlines to be finalized within

7. Performance indicators for the evaluation of results

- Satisfactory completion of the outputs indicated on this vacancy announcement;
- Showing initiative and problem-solving behavior;
- Timely delivery of outputs;
- Upholding and demonstrating the values of IOM in the daily consultancy activities.

8. Education, Experience and/or skills required

- Master’s degree or Bachelor’s degree with 4-5 years’ experience in public administration, political science, data science, applied research, development studies or similar fields.

- Work experience in the Caribbean. Experience in Suriname is advantageous.
- Experience analyzing and responding to government and donor priorities.
- Experience in policy development, strategy development and consultation with government.
- Fluency in Dutch and English. Spanish and French or other languages is advantageous.

9. Travel required

- Travel to Suriname will be required if not based in Suriname. Travel and expenses should be considered in the consultancy proposal.

10. Competencies

Values

- Inclusion and respect for diversity; respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintain high ethical standards and act 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 – behavioral indicators

- 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.

How to apply

Please adhere to the guidelines below:

1. Workplan including budget, Resume and Cover Letter/ Motivational Letter should be submitted to apavion@iom.int clearly indicate the name of position in the subject line.
2. Take time to read about IOM, our values, our work, and our culture before sending your proposal.
3. Applications after the deadline will not be considered.
4. Hand-delivered applications will not be given special consideration over the ones sent electronically.
5. Only short-listed candidates will be contacted due to the large volume of applications that are usually received.
6. Deadline for applications is Wednesday, January 24, 2024.

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