



## **Call for Applications**

ROWCA-HR-24-003-CFA

### **Consultancy National Law firm**

**Organizational Unit :** Liaison and policy  
**Duty Station :** Dakar, Senegal  
**Type of Appointment:** Consultancy  
**Duration :** 1 month Extendable for an additional 1 month  
**Closing Date :** 15-May-24

#### **Nature of the consultancy: National legal advisory services**

##### **1. Project Context and Scope:**

Established in 1951, IOM is the leading intergovernmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. In September 2016, IOM became a related agency of the United Nations (UN), thereby becoming the UN Migration Agency. IOM is dedicated to promoting humane and orderly migration for the benefit of all.

The IOM Regional Office for West and Central Africa (WCA) based in Dakar, Senegal, provides programme support and technical expertise to 20 IOM Country Offices in the region, where IOM employs more than 2,000 staff.

As the UN migration agency, IOM mainstreams migration in efforts towards delivering the Sustainable Development Goals; supports governments to implement the Global Compact for Safe, Orderly and Regular Migration, and serves as Secretariat and Coordinator of the UN Network on Migration.

The Policy and Liaison Unit is responsible to support Member States in establishing comprehensive, rights-based migration policies and legal frameworks are crucial for contributing to safe, orderly and regular migration. The pressing importance of supporting Member States in WCA region on migration law and policy is reflected in the objectives of the Regional UN Network on Migration for WCA, co-chaired by IOM and another UN Agency. IOM aims to foster cooperative, informed and rights-based migration governance across the region, and to promote policy coherence, in partnership with a broad range of stakeholders. A key obstacle to the development and implementation of sound migration policies across the WCA region is the lack of comprehensive policy analysis and dialogue in order to inform policymaking on migration in the region, as well as a dedicated platform to facilitate exchanges between legal practitioners in the migration policy sphere in WCA in particular.

IOM therefore supported the creation of a professional network bringing together legal professionals in WCA to support migration law and policy developments, through expert analysis and dialogue, called the Network of Legal Experts on Migration for WCA. This network is now finalizing its first comparative analysis on “Migration and Detention” for publication. The Policy and Liaison Unit of IOM RO WCA has supported the establishment and operationalization of this Regional Network of Legal Experts. This initiative is part of IOM’s wider efforts to support governments and other stakeholders on migration policy and legislation, in pursuit of better migration governance.

2. **Organizational Department / Unit to which the Consultant is contributing:** Regional Policy and Liaison Unit

**Regional Initiative for Enhancing Migration Law and Policy through a Network of Legal Experts on Migration for West and Central Africa- Senegal-RO-Dakar-SN99**

3. **Category B Consultants: Tangible and measurable outputs of the work assignment**

The consultant will:

**First Deliverable:** prepare a comprehensive **report** based on desk review of relevant legal documents, statutes, regulations, and guidelines pertaining to the establishment of NGOs and/or foundations, associations or similar in Senegalese jurisdictions already conducted by IOM, by analysing the legal frameworks governing the formation, registration, governance, and operation of NGOs, foundations, and/or associations including tax implications, reporting requirements, and compliance standards. The report should contain: (i) Compare and contrast the legal identities of NGOs, foundations, and/or associations highlighting differences in structure, legal obligations, and

accountability mechanisms; (ii) Assess the legal implications and considerations associated with choosing a specific legal identity for NoLEM's proposed initiatives; (iii) Outlining the findings of the legal analysis, including recommendations for IOM on future actions and decision-making. - **Deliverable by email by 23 May 2024 and present to the SC online by 25 May.** The consultant should keep IOM abreast regularly.

**Second Deliverable:** upon decision from Steering Committee and IOM, the consultant to draft the statutes for the selected legal entity. - **Deliverable by email by 16 June 2024**, with the assumption that approval has obtained by SC and IOM cob 30 May.

**Third Deliverable:** Support with the administrative procedure to register the legal identity as per the Senegalese law. - Deliverable by 30 June 2024

The consultancy fee should be quoted covering the overall completion of the consultancy, inclusive of all deliverables outlined above. This fee encompasses the consultant's time, expertise, and resources dedicated to achieving the objectives within the agreed timeline.

#### 4. Performance indicators for the evaluation of results

1. **Timeliness:** The consultant should deliver the first comprehensive report by the specified deadline of May 23, 2024, via email, and present it to the Steering Committee online by May 25, 2024. This ensures timely completion of the initial legal analysis.
2. **Quality and thoroughness of the report:** The first deliverable should demonstrate a comprehensive understanding of the legal frameworks governing NGOs, foundations and/or associations in Senegalese jurisdictions. It should accurately compare and contrast the legal identities of NGOs, foundations, and associations assess the implications of each for NoLEM's initiatives and provide clear recommendations for future actions and decision-making by IOM. Feedback from the Steering Committee and IOM can also serve as indicators of the quality and thoroughness of the report.
3. **Approval process:** The consultant should draft the statutes for the selected legal entity promptly upon receiving approval from the Steering Committee and IOM. The deliverable should be submitted by email by June 16, 2024, assuming that approval has been obtained by May 30, 2024. This demonstrates the consultant's ability to adapt to decisions and timelines set by the stakeholders.
4. **Efficiency in administrative procedures:** The consultant should support the administrative procedure to register the legal identity as per Senegalese law, with the final deliverable due by June 30, 2024. Efficiency in completing this process within the specified timeframe indicates the consultant's effectiveness in navigating legal procedures and facilitating the establishment of

NoLEM's legal identity.

## 5. Education, Experience and/or skills required

### EDUCATION

- Completed university degree (Bachelor or Master) in law with specialization in Senegalese private law with in-depth knowledge of relevant legal frameworks, including nonprofit law, foundation law.

### EXPERIENCE

- Proven experience in conducting legal research, analysis and assessments particularly in the area of non-profit law and regulations such as NGOs, foundations, or similar nonprofit organizations in Senegal. The consultant must have a strong understanding of the legal and regulatory requirements for their establishment and operation.
- Practitioner in the Senegalese legal system, including statutes, regulations, and administrative procedures governing NGOs, foundations, and migration issues.
- Previous experience providing legal consultancy services to organizations or government agencies, particularly in the field of migration, human rights, or international development.
- Strong analytical and writing skills, with the ability to present complex legal concepts in a clear and concise manner.
- Work experience in international/multi-cultural and/or UN system, is an advantage. As well as knowledge of cooperation with the African Union.
- Work experience in the field of migration an asset.
- Demonstrated ability to communicate clearly and effectively with clients.
- High level of computer literacy usage of office MS Office applications (MS Word, Excel, PowerPoint, etc.).

### SKILLS

- (i) employ proactive, strategic, and detail-oriented approach while maintaining quality, efficiency, and overall effectiveness.
- (ii) attention to detail.
- (iii) conduct background research and data analysis to support presentations, proposals, and

reports.

- (iv) excellent communication skills in both French and English, with the ability to effectively communicate complex legal concepts to diverse audiences, including non-legal stakeholders.
- (v) strong analytical and problem-solving skills, with the ability to conduct thorough legal research, analyze complex legal issues, and provide practical recommendations.
- (vi) ability to manage projects independently, meet deadlines, and deliver high-quality work under pressure.
- (vii) cultural sensitivity and awareness of the socio-political context in Senegal and the West and Central African region, with the ability to work collaboratively with diverse stakeholders.

6. **Travel required:** No travel required.

## 7. Competencies

### Values

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

- **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.

**How to Apply:**

Interested candidates are invited to submit their applications via email to [recrutementdkr@iom.int](mailto:recrutementdkr@iom.int) indicating "ROWCA-HR-24-003-CFA" on the subject line, by 15 May 2024.

IOM only accepts applications with a cover letter not more than one page specifying the motivation for the application as well as a detailed resume/CV.

Only shortlisted candidates will be contacted.

Posting Period:

**From 1-mai-24 to 15-May-24**