



UNHCR

United Nations High Commissioner for Refugees
Alto Comisionado de las Naciones Unidas para los Refugiados

UNHCR
ACNUR COLOMBIA

VACANCY ANNOUNCEMENT N° 027/18

Duty Station: Bogotá
Position Title: Senior Protection Assistant
Level: G5
Type of contract: Fixed Term Appointment
Effective date: 1 August 2018
Date of Advertisement: 29 June 2018

Minimum Essential qualifications

- Education: Completion of secondary school. Additional Training courses in protection related issues.
- Job experience: relevant to the function: 4 years.
- Fluency in English and working knowledge of another relevant UN language or local language

Desirable qualifications and competences

- Good computer skills.
- Completed Protection Learning Programme.

Organizational Context

The Senior Protection Assistant normally reports to the Protection Officer or the Senior Protection Officer. He/she monitors protection standards, operational procedures and practices in protection delivery in line with international standards and provides functional protection support to information management and programme staff.

The Senior Protection Assistant provides quality, timely and effective protection support to persons of concern and identifies opportunities to mainstream protection methodologies and safeguards in operational responses. He/she contributes to designing a comprehensive protection strategy and may liaise externally with local authorities and partners on protection issues as guided by the supervisor.

The Senior Protection Assistant also ensures that persons of concern are involved with the Office in making decisions that affect them, whether in accessing their rights or in identifying appropriate solutions to their problems. To achieve this, the incumbent will need to build and maintain effective interfaces with communities of concern, local authorities and protection and assistance partners.

Accountability (*key results that will be achieved*)

- The protection of populations of concern is met through the application of International and National Law relevant UN/UNHCR protection standards and IASC principles.
- Protection activities are guided by the UNHCR country protection strategy.
- The participation of persons of concern is facilitated through supporting participatory, rights and community based approaches.
- Support is provided to identify and report protection incidents.

Responsibility (*process and functions undertaken to achieve results*)

- Consistently apply International and National Law and applicable UN/UNHCR and IASC policy, standards and codes of conduct.
- Provide counselling on protection issues to persons of concern; liaise with competent authorities to ensure the issuance of personal and other relevant documentation.

	<ul style="list-style-type: none"> ▪ Support activities in protection related AGD based programming with implementing and operational partners. ▪ Conduct preliminary information gathering and interviews in support of eligibility, status determination, durable solutions and social needs assessment. ▪ Contribute to measures to identify, prevent and reduce statelessness. ▪ Contribute to a country-level child protection plan as part of the protection strategy. ▪ Contribute to a country-level education plan for persons of concern as part of the protection strategy. ▪ Monitor Standard Operating Procedures (SOPs) for all protection/solutions activities. ▪ Participate in individual protection case management including cases of SGBV and child protection. Monitor and report on cases of refoulement, expulsion and other protection incidents. ▪ Assist in identifying durable solutions for persons of concern in voluntary repatriation, local integration and where appropriate, resettlement. ▪ Contribute to the design, implementation and evaluation of protection related AGD based programming with implementing and operational partners. ▪ Assist in drafting reports, routine correspondence, updating relevant databases and compiling statistics for the protection unit / section. ▪ Contribute to initiatives to enhance national and local protection capacities.
<p>Authority (<i>decisions made in executing responsibilities and to achieve results</i>)</p>	<ul style="list-style-type: none"> ▪ Select persons of concern for preliminary interviews and decide which relevant information to share. ▪ Enforce integrity in the delivery of protection services by local implementing partners.
<p>How to apply</p>	<ul style="list-style-type: none"> ▪ Applications must be sent to the email: colbovac@unhcr.org including in the subject the applicant name, and the vacancy number and name. ▪ Please use attached Personal History Form to apply - <u>Applications received in other forms will not be considered.</u> <ul style="list-style-type: none"> ✓ Contact information of previous employers must be included in the attached PHF form. ✓ If the space in the attached PHF form is not enough to include your employment record, please use the attached PHF Supplementary form. ✓ It is suggested to use Office 2013 to ensure a correct visualization of the PHF and PHF Supplementary forms. ▪ Shortlisted candidates may be tested. ▪ Deadline for applications: 12 July 2018, 17:45 hours.