

UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES
INTERNAL/EXTERNAL VACANCY NOTICE

Title of Position: Protection Associate
Position Number: 10038106
Category & Level: General Service, G-6
Location: UNHCR Kosice, Slovakia
Effective date: ASAP
Duration: Initially for a period of one year
Closing Date: **07 October 2022**

ORGANIZATIONAL CONTEXT

The Protection Associate normally reports to the Protection Officer or the Senior Protection Officer. The incumbent 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 Protection Associate is expected to coordinate quality, timely and effective protection responses to the needs of populations of concern (PoC) and identify opportunities to mainstream protection methodologies and integrate protection safeguards in operational responses in all sectors. S/he contributes to designing a comprehensive protection strategy and liaises externally with authorities and partners on protection doctrine and policy as guided by the supervisor.

The Protection Associate also ensures that PoC are involved 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.

FUNCTIONAL STATEMENT

Duties:

- Stay abreast of political, social, economic and cultural developments that have an impact on the protection environment.
- Consistently apply International and National Law and applicable UN/UNHCR and IASC policy, standards and codes of conduct.
- Assist in providing comments on existing and draft legislation related to PoC.
- Provide advice on protection issues to PoC; liaise with competent authorities to ensure the issuance of personal and other relevant documentation.
- Assist in conducting eligibility and status determination for PoC.
- 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 as part of the protection strategy.
- Monitor Standard Operating Procedures (SOPs) for all protection/solutions activities.
- Manage individual protection cases including those on GBV and child protection. Monitor, and intervene in cases of refoulement, expulsion and other protection incidents.
- Assist in identifying durable solutions for the largest possible number of PoC through 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.
- Facilitate effective information management through the provision of disaggregated data on PoC and their problems.
- Participate in initiatives to capacitate authorities, relevant institutions and NGOs to strengthen national protection related legislation and procedures.
- Assist the supervisor in prioritizing PoC for interview, counselling and propose protection support for individual cases.

- Assist the supervisor with enforcing compliance of local implementing partners with global protection policies and standards of professional integrity in the delivery of protection services.
- Assist the supervisor with enforcing compliance with, and integrity of, all protection standard operating procedures.
- Submit individual payments request for PoC for approval.
- Perform other related duties as required.

Accountability / Authorities:

All UNHCR staff members are accountable to perform their duties as reflected in their job description. They do so within their delegated authorities, in line with the regulatory framework of UNHCR which includes the UN Charter, UN Staff Regulations and Rules, UNHCR Policies and Administrative Instructions as well as relevant accountability frameworks. In addition, staff members are required to discharge their responsibilities in a manner consistent with the core, functional, cross-functional and managerial competencies and UNHCR's core values of professionalism, integrity and respect for diversity.

ESSENTIAL MINIMUM QUALIFICATIONS, PROFESSIONAL EXPERIENCE AND REQUIRED COMPETENCIES

Years of Experience / Degree Level

3 years relevant experience with High School Diploma; or 2 years relevant work experience with Bachelor or equivalent or higher

Field(s) of Education

Not applicable.

Certificates and/or Licenses

International Law;

Political Science;

Relevant Job Experience

Essential

Not specified.

Desirable

Protection Learning Programme

Functional Skills

IT-Computer Literacy

CL-Protection & Solutions Awareness

PR-Protection-related guidelines, standards and indicators

PR-Refugee Protection Principles and Framework

Language Requirements

Fluency in English (UN working language of the duty station), both oral and written, is required.

Working knowledge of other UN language(s) and/or local language is desirable.

Competency Requirements

All jobs at UNHCR require six core competencies and may also require managerial competencies and/or cross-functional competencies. The six core competencies are listed below.

Core Competencies

Accountability

Communication

Organizational Awareness

Teamwork & Collaboration

Commitment to Continuous Learning

Client & Result Orientation

Managerial Competencies

Judgement and Decision Making

Cross-Functional Competencies

Negotiation and Conflict Resolution

*Political Awareness
Stakeholder Management*

All UNHCR workforce members must individually and collectively, contribute towards a working environment where each person feels safe, and empowered to perform their duties. This includes by demonstrating no tolerance for sexual exploitation and abuse, harassment including sexual harassment, sexism, gender inequality, discrimination, and abuse of power.

As individuals and as managers, all must be proactive in preventing and responding to inappropriate conduct, support ongoing dialogue on these matters and speaking up and seeking guidance and support from relevant UNHCR resources when these issues arise.

ELIGIBILITY

Internal candidates

General Service Staff members currently serving at the duty station where the vacancy exists, who have been appointed through the AC process and have Indefinite or Fixed Term appointment. Interested staff members should consult the Revised AI on Recruitment and Assignment of Locally Recruited Staff (RALS). If you have questions regarding eligibility, please contact Adnan Hadzisdikovic (hadzisd@unhcr.org).

External candidates must be legally present in Slovakia at the time of application, recruitment and hire.

An individual whose father, mother, son, daughter, brother or sister is a staff member of UNHCR, including a Temporary Appointment holder or a member of the Affiliate Workforce, is not eligible to apply for the vacancy with UNHCR.

Candidates must be legally present in the country of assignment and possess valid residence and work permit at the time of application, recruitment and hire.

UNHCR's COVID-19 POLICY

Assignment with UNHCR is subject to proof of vaccination against Covid-19 with WHO approved vaccine in accordance with UNHCR's Administrative Instruction on Covid-19 Vaccination and related Safety Measures.

SUBMISSION OF APPLICATIONS

If you wish to be considered for this vacancy, please submit your [UNHCR Personal History Form](#) and its [supplementary pages](#) (if applicable), motivation letter and CV by e-mail with "**LAST name – Protection Associate (10038106) READ position**" in the subject line to: rcepost@unhcr.org by midnight **7 October 2022**.

Shortlisted candidates might expect to be required to be interviewed and/or sit for a test during the selection process. Only shortlisted candidates will be notified. No late applications will be accepted.

UNHCR is committed to diversity and welcomes applications from qualified candidates regardless of disability, gender identity, marital or civil partnership status, race, colour or ethnic and national origins, religion or belief, or sexual orientation.

UNHCR does not charge a fee at any stage of the recruitment process (application, interview meeting, processing, training or any other fees).

REMUNERATION

A competitive compensation and benefits package is offered. For information on UN salaries, allowances and benefits, please visit the portal of the International Civil Service Commission at: <http://icsc.un.org>