

**UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES (UNHCR)
INTERNAL / EXTERNAL VACANCY ANNOUNCEMENT
Vacancy Notice No. 27/2021**

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| Title of Post | Community-Based Protection Associate | Category/grade | General Service, G6 |
| Post Number | 10007364 | Type of contract | Fixed-Term Appointment (FTA) |
| Location | Bangkok, Thailand | Date of Issue | 12 October 2021 |
| Effective date of assignment | As soon as possible | Closing Date | 25 October 2021 |

1. Operational Context

The Royal Thai Government (RTG) is not signatory to the 1951 Refugee Convention and does not currently recognize UNHCR documentation (Asylum-Seeker and Refugee Cards). Further, Thailand has no exemption in its Immigration Act for persons seeking international protection and asylum-seekers and refugees are liable to being charged with illegal entry/stay in the absence of a valid visa. Persons apprehended, prosecuted and convicted for illegal entry/stay are normally sent to Immigration Detention Centres (IDC). The Community-Based Protection Associate is a member of the Protection Team. The incumbent of this position will be based at the UNHCR-Multi countries Office in the UN ESCAP building, although work-from-home arrangements may be utilized depending on the COVID-19 situation. The incumbent should expect to spend several days per week conducting field visits to the Bangkok Refugee Center, POC communities as well as shelter and detention facilities. The incumbent may be called on to act as a critical interface between UNHCR, RTG authorities and Persons of Concern in detention or shelter facilities. S/he will provide counselling to asylum-seekers and refugees regarding protection and security issues, education, health concerns and documentation. S/he will contribute to the development and implementation of AGD sensitive strategies on Communication with Communities to encourage two-way communication with PoC communities, including expanding digital communication platforms to respond to PoC needs and capabilities. S/he will identify especially vulnerable asylum seekers and refugees for protection interventions and services referrals. S/he will design and undertake monitoring activities of especially vulnerable populations and engage with authorities where necessary to ensure basic needs of these populations are met. The Community-Based Protection Associate will also be expected to conduct monitoring visits to detention and shelter facilities located in Provinces outside of Bangkok on a regular basis.

Excellent inter-personal, drafting and negotiations skills are required. Experience in working with refugees and/or in related field would be an advantage. Experience working in detention or shelter facilities or similar operating environments, especially in a role that required regular engagement with the facility authorities, would be an advantage.

2. Organizational Setting and Work Relationships

The Community-Based Protection Associate is a member of the Protection Unit and may report to the Protection Officer, Community-Based Protection Officer, or another more senior staff member in the Protection Unit. Under the overall direction of the Protection Unit, and in coordination with other UNHCR staff, government, NGO partners and other stakeholders, the Community-Based Protection Associate works directly with communities of concern to identify the risks they face and to leverage their capacities to protect themselves, their families and communities. The incumbent may have direct supervisory responsibility for part of the protection and/or support staff and supports the application of community-based protection standards, operational procedures and practices in community-based protection delivery at the field level. To fulfil this role, the Community-Based Protection Associate is required to spend a substantial percentage of the workday outside the office, building and maintaining networks within communities of PoC. The development and maintenance of constructive relationships with PoC that measurably impact and enhance protection planning, programming and results, form the core of the work of the incumbent. S/he also supports the designing of a community-based protection strategy by ensuring that it is based on consultation with PoC.

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.

3. Duties

- Assist functional units, the Multi-Functional Team (MFT) and senior management to integrate participatory and community-based approaches in the overall protection strategy and operational procedures.
- Through relationships with PoC and network of partners, stay abreast of political, social, economic and cultural developments that have an impact on the protection environment and provide advice to the protection team. Understand the perspectives, capacities, needs and resources of the PoC and advise the protection team accordingly, highlighting the specific protection needs of women and men, children, youth and older persons, persons with disabilities, marginalized groups.
- Work with host communities to identify opportunities for national civil society involvement in improving the protection of PoC.
- Work with implementing and operational partners as well as with displaced and local communities to develop community-owned activities to address, where applicable, the social, educational, psycho-social, cultural, health, organisational and livelihood concerns as well as child protection and prevention and response to GBV.
- Assist in the analysis that identifies the capacities of communities of concern and risks they face.
- Support participatory assessments by multifunctional teams and ongoing consultation with PoC.
- Assist in planning and monitoring of programmes and budgets, with an AGD perspective
- Build office capacity for community-based protection through training and establishing systems for community mobilization and participation of PoC.
- Support communities in establishing representation and coordination structures.
- Ensure community understanding of UNHCR's commitment to deliver on accountability and quality assurance in its response.

- Act as an interpreter in exchange of routine information, contribute to related liaison activities and respond directly to routine queries.
- Contribute to the enforcement of participatory AGD sensitive analysis as an essential basis for all of UNHCR's work.
- Initiate AGD sensitive interventions at the appropriate level on community-based protection issues and to respond to protection concerns and incidents within the office, with external interlocutors, groups and individuals based on agreed parameters.
- Identify and select which individuals or groups to prioritize for counselling and field visits based on agreed criteria.
- Intervene with authorities on protection.
- Enforce compliance of implementing partners with global protection policies and standards of professional integrity in the delivery of protection services.
- Recommend and prepare payments to individual cases.
- Perform other related duties as required.

4. Minimum Qualifications

Education & Professional Work Experience

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

Certificates and/or Licenses (Desirable)

Human Rights, Legal Studies, Community Development /Social Work, Social Sciences

Relevant Job Experience (Desirable)

UNHCR learning programmes (PLP). Knowledge of MSRP.

Experience in community organizing, especially with vulnerable communities.

Functional Skills (Desirable)

**IT-MS Office Applications (essential)*

**IT-Computer Literacy (essential)*

IT-Enterprise Resource Planning (ERP)

UN-UN/UNHCR Administrative Rules, Regulations and Procedures

UN-UN/UNHCR Financial Rules and Regulations and Procedures

PR-Community-based Protection

PR-Community-based Protection - Principles and methodologies

CL-Multi-stakeholder Communications with Partners, Government & Community

PG-Experience with coordinating with Implementing Partners (Government/INGO/NGO/Corporate)

TR-Capacity Building

Language Requirements

*For General Service jobs: **Fluency in English and Thai***

5. Competency Requirements

Core Competencies

Accountability

Communication

Organizational Awareness

Teamwork & Collaboration

Commitment to Continuous Learning

Client & Result Orientation

Managerial Competencies

Judgement and Decision Making

Managing Performance

Cross-Functional Competencies

Stakeholder Management

Planning and Organizing

Political Awareness

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>

Submission of Applications:

If you wish to be considered for this vacancy, please submit your **letter of motivation, updated factsheet (for internals), signed Personal History Form (for externals) by e-mail** clearly stating the position title, vacancy notice number and your Last Name in the subject line to THABHR@unhcr.org by the closing date.

The Personal History Form and its supplementary sheet can be downloaded from:

https://www.unhcr.or.th/sites/default/files/u11/P11_UNHCR.docm and

https://www.unhcr.or.th/sites/default/files/u11/P11SUP_UNHCR.docm

No late applications will be accepted. Only shortlisted candidates will be contacted. Shortlisted candidates may be required to sit for a written test and/or oral interview. UNHCR does not charge a fee at any stage of the recruitment process (application, interview, processing or any other fees).

UNHCR strongly encourages qualified female applicants for this position. UNHCR seeks to ensure that male and female employees are given equal career opportunities. UNHCR is committed to achieving workforce diversity in terms of gender, nationality and culture. All applications will be treated with the strictest confidentiality.

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