

UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES
INTERNAL / EXTERNAL VACANCY NOTICE

Title of Position: Assistant Protection Officer (CP - SGBV)
Position Number: 10030891
Category & Level: National Professional Category, NOA
Location: Ankara, Turkey
Effective date: as soon as possible
Duration: initially for a period of one year
Closing Date: 04 March 2019

PREAMBLE

The international obligations of Turkey and its national legislative framework on asylum have shaped the form of the current collaboration with UNHCR. During the last 57 years, UNHCR and Turkey have been working together in close partnership. Turkey has provided the asylum space for persons seeking refuge, and UNHCR has assisted Turkey to determine who is in need of international protection and to enable access to rights by these persons. As the main partner of the Turkish State in the field of international protection, UNHCR Turkey continues to provide legislative and technical support as well as institutional capacity building support to the Directorate General of Migration Management (DGMM) and other national institutions.

As regard Syrian nationals who are hosted in Turkey under a Temporary Protection (TP) framework for Syrian nationals, refugees and stateless, UNHCR's work is to support the authorities through the provision of technical assistance and strong public advocacy for enhanced responsibility sharing.

UNHCR in Turkey processes cases in close consultation with DGMM for the purposes of resettlement, intervenes to strengthen the protection environment and access to social support mechanisms, and endeavors to find durable solutions for the most vulnerable amongst those who are recognized as refugees provided they meet the criteria of the resettlement countries.

UNHCR in Turkey operates through a branch office in Ankara, with field offices in Gaziantep and Istanbul, as well as field units in Izmir, Sanliurfa, Hatay and Van.

To find out more information about UNHCR, please visit our [website](#).

ORGANIZATIONAL CONTEXT

The Assistant Protection Officer (CP/SGBV) is a member of the protection team in the country Office. He/she reports to the Protection Officer under the overall direction of the senior protection officer.

The incumbent monitors protection standards, operational procedures and practices in protection delivery in line with international standards. S/he supports the development and implementation of Child Protection (CP) and Sexual and Gender-Based Violence (SGBV) Strategies as well as coordinates quality, timely and effective protection responses to the needs of populations of concern (children, women, survivors of SGBV, including men and boys).

The position will assist in capacity building for CP and SGBV staff as well as building and maintaining networks with relevant authorities (particularly the Ministry of Family, Labor and Social Services), UN agencies (particularly UNICEF) and NGO partners engaged in activities aimed at child protection and prevention, mitigation and response to SGBV.

FUNCTIONAL STATEMENT

Accountabilities

- Improved partnerships with National child protection/ Sexual Gender Based Violence actors and other UN agencies.
- Information management systems improved and quality data regularly collected.
- Capacities are improved through direct engagement, research and advocacy with all relevant external interlocutors.
- The protection needs of populations of concern in the operation are identified and strategies put in place to ensure timely and coordinated interventions by UNHCR and partners.
- An effective case management system with an integrated Best interest process and standard operating procedures are in place and functional.
- Platforms for child participation and SGBV (e.g. in participatory assessment) exist and are functioning.
- Community Based Child protection and SGBV mechanisms are identified, supported and capacitated.
- Partner activities on child protection and SGBV are monitored ensuring that they are in line with the overall framework and UNHCR strategy.
- Child protection and SGBV concerns are effectively mainstreamed in other sectors.

Responsibilities

- In consultation with the senior staff in protection, assist in establishing/strengthening Child Protection and SGBV coordination mechanisms.
- In line with UNHCR's Framework for Protection, assist in designing child protection and SGBV programmes which are aligned with the national protection system and services, and advocate for inclusion of the population of concern in national protection systems and related services.
- Contribute to the development and implementation of Child Protection and SGBV strategies in partnership with Protection and Programme staff as part of the overall Protection and Solutions strategy, with particular emphasis on linkages with other sectors.
- Assist in establishing and/or strengthening strategic and innovative partnerships for Child Protection and SGBV with community-based, local, national, and international organizations, with a focus on ensuring continuity and sustainability.
- Support in strengthening a core referral mechanism for child protection and SGBV response services through consultative development of Standard Operating Procedures (SOPs) and ensure that effective case management, including identification, best-interest processes (BIA and BID), and referral systems as well as follow-up and monitoring.
- Assist in providing functional guidance to UNHCR and partner staff involved in child protection and SGBV activities, and in developing and implementing capacity development plans for UNHCR staff and partners as well as Provide technical advice and support to help ensure child protection issues and SGBV concerns are reflected in the work of other sectors.
- Support the assessment of training needs in the area of Child Protection and SGBV, both with regards to UNHCR staff, authorities, partners and authorities, and conduct relevant training and capacity-building activities.
- Ensure that child protection and SGBV activities are mainstreamed throughout programming and are not planned in isolation of other protection and assistance activities but within the AGDM strategy rights and community-based approach.
- Monitor Child Protection and SGBV programs implemented by UNHCR and partners.

Authorities

- Work closely with authorities to intervene on Child protection and SGBV issues.
- Enforce compliance of staff and partners with UNHCR's global protection policies and standards related to child protection and SGBV procedure and standards of professional integrity in the delivery of protection services.
- Represent UNHCR's position on child protection and SGBV in inter-agency fora.

ESSENTIAL MINIMUM QUALIFICATIONS, PROFESSIONAL EXPERIENCE AND REQUIRED COMPETENCIES

- Undergraduate degree (equivalent of a BA/BS) in International Law, Human Rights, International Development, International Relations, Anthropology, Social Work, Political or Social Science or other clearly related disciplines plus 1 year of previous work experience relevant to the function.
- Experience in interacting with and building partnerships and synergies with UN agencies, NGOs, Governments and civil society organizations.
- Good knowledge of UNHCR Child protection framework and SGBV guidelines.
- Excellent knowledge of English (written and spoken).
- Knowledge of local institutions and language.

- Analytical Thinking
- Planning and Organizing
- Stakeholder Management

DESIRABLE QUALIFICATIONS AND COMPETENCIES

- Demonstrated coordination and consensus building skills to manage multiple stakeholder consultation processes.
- Demonstrated knowledge of community communication and engagement approaches.
- Experience in working directly with children, adolescents, youth, women and SGBV survivors.
- Training and coaching skills/facilitation of learning.
- Experience managing child protection and SGBV case management programmes, including implementation of best interest's procedures.
- Experience using GBVIMS, CPIMS or other protection data management systems.
- Proven communication skills, both oral and written.
- Inter-agency experience.
- Field operational experience
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ELIGIBILITY

Candidates must be primarily Turkish nationals.

Interested staff members should consult the Policy and Procedures on Assignments of Locally recruited Staff (PPAL). If you have questions regarding eligibility, please contact HR Unit.

SUBMISSION OF APPLICATIONS

If you wish to be considered for this vacancy, please submit your [Personal History Form \(P11\)](#) and its [supplementary pages](#), motivation letter, CV and Turkish residence permit, if applicable, by e-mail with "*Your LAST name – Assistant Protection Officer (CP/SGBV) - 10030891*" in the subject line to: TURANREC@unhcr.org by **04 March 2019**.

Shortlisted candidates will be required to sit for a written test. Only short-listed candidates will be notified. No late applications will be accepted. Female candidates are encouraged to apply.

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. The monthly net salary is between TRY 9,202 and TRY 11,771 depending on relevant experience, dependency status and language proficiency. For more information on UN salaries, allowances and benefits, please visit the portal of the [Office of HR Management of United Nations](#).