

**UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES**  
**INTERNAL/EXTERNAL VACANCY NOTICE**

Title of Position: Protection Associate (CP-SGBV)  
Position Number: 10024383  
Category & Level: General Service, GL6  
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 Protection Associate (CP/SGBV) (Child Protection/Sexual and Gender-Based Violence) normally reports to Associate Protection Officer (CP/SGBV) or the 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 Protection Associate (CP/SGBV) is expected to coordinate quality, timely and effective protection responses to the needs of populations of concern (children, women, survivors of SGBV, including men and boys) and identify opportunities to mainstream CP/SGBV protection methodologies and integrate protection safeguards in operational responses in all sectors. He/she 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 (CP/SGBV) also ensures that persons of concern under area of responsibility 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.

## **FUNCTIONAL STATEMENT**

### **Accountabilities**

- The protection of populations of concern is met through the application of International and National Law, relevant UN/UNHCR protection standards and IASC principles.
- CP/SGBV activities are guided by the UNHCR country protection strategy.
- The participation of persons of concern is facilitated through continuous assessment and evaluation using participatory, rights and community based approaches.
- CP/SGBV incidents are immediately identified and reported.

### **Responsibilities**

- 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.
- Provide advice on CP/SGBV issues to persons of concern; liaise with competent authorities to ensure the issuance of personal and other relevant documentation.
- Monitor Standard Operating Procedures (SOPs) for all CP/SGBV activities.
- Manage individual SGBV and child protection cases.
- Assist in identifying durable solutions for the largest possible number of persons of concern through voluntary repatriation, local integration and where appropriate, resettlement.
- Contribute to effective information management through the provision of disaggregated data on populations of concern and their problems.
- Participate in initiatives to capacitate authorities, relevant institutions and NGOs to strengthen national protection related legislation and procedures.

Regular CP/SGBV activities that need to be followed up may include:

- Assist in family reunification requests.
- Monitor movement from camps to urban areas, particularly for UASC (Unaccompanied and Separated Children) and cases of family reunification.
- Monitor issues of child recruitment, and identification of potential MRM cases for referral to UNICEF MRM monitors.
- Improve access to documentation, including civil registry matters.
- Ensure protection monitoring.
- Establish protection monitoring network, including through development of protection incident monitoring.
- Follow-up on education and development of self-reliance opportunities.
- Follow-up on child Protection cases, including family reunification cases, alternative care arrangements, BIA/BID processes, including referrals (in accordance with SOPs).
- Monitor of CP/SGBV UNHCR partners.

### **Authorities**

- Prioritize persons of concern for interview, counselling and propose protection support for individual cases.
- Enforce compliance of local implementing partners with global protection policies and standards of professional integrity in the delivery of protection services.
- Enforce compliance with, and integrity of, all protection standard operating procedures for CP/SGBV.

## **ESSENTIAL MINIMUM QUALIFICATIONS, PROFESSIONAL EXPERIENCE AND REQUIRED COMPETENCIES**

- Education: completion of secondary school. Additional certificate/training in International Law, Political Science or related field is required.
- Job experience relevant to the function: 6 years.
- Fluency in English and working knowledge of another relevant UN language or local language.
  
- Judgement and Decision Making
- Analytical Thinking
- Stakeholder Management

## **DESIRABLE QUALIFICATIONS AND COMPETENCIES**

- Good computer skills.
- Completed Protection Learning Programme.

## **ELIGIBILITY**

### Internal candidates:

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.

External candidates must be legally present in Turkey at the time of application, recruitment and hire. Non-Turkish citizens are required to submit a valid Turkish residence permit to be considered.

## **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 – Protection Associate (CP-SGBV), G6 Ankara (10024383)" in the subject line to: [TURANREC@unhcr.org](mailto:TURANREC@unhcr.org) by **04 March 2019**.

Shortlisted candidates may 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 6,133 and TRY 7,698 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](#).