

INTERNAL / EXTERNAL VACANCY ANNOUNCEMENT
Vacancy Notice No. UNHCR/WAS/2020-07

Title of Post	Protection Officer	Category/grade	National Officer C (NOC)
Type of contract	Temporary Appointment (1 September 2020 – 31 August 2021)		
Location	Washington, DC, USA	Date of Issue	28 July 2020
Effective date of assignment	1 September 2020	Closing Date	11 August 2020

General Background:

UNHCR is a global organization dedicated to saving lives, protecting rights and building a better future for refugees, forcibly displaced communities, and stateless people. We deliver life-saving assistance like shelter, food and water, and develop solutions that ensure people have a safe place to call home where they can build a better future. Every year, millions of men, women and children are forced to flee their homes to escape conflict and persecution. We are present in over 125 countries, using our expertise to protect and care for millions.

Operational Context:

Since 2013, asylum-seekers from the North of Central America, Mexico, and other regions have arrived in growing numbers at the U.S. southern border, putting pressure on the U.S. asylum procedure and border management systems. In 2019, significant fluctuations in numbers of family units and unaccompanied and separated children within broader mixed flows challenged existing U.S. border infrastructure and systems. Additionally, a series of fundamental changes to law, policy and practice put in place in 2019 impacted the humanitarian situation of those seeking asylum at the border, particularly families and other vulnerable populations. In response, UNHCR Multi-Country Office Washington (MCO Washington) has expanded its technical engagement with the U.S. government, as well as with state and local government and civil society stakeholders in the southern border states, to promote a more resilient response to large arrivals of asylum-seekers. Additionally, coordination with UNHCR Mexico, which has operations and partnerships in the northern Mexican border region, has been expanded.

In this context, UNHCR is recruiting a Protection Officer to be part of a small UNHCR team deployed at the U.S. southern border. The successful candidate will provide support with a wide range of activities, including providing legal and protection advice, support and capacity-building activities and stakeholder coordination support, maintaining effective and collaborative engagement with relevant authorities and other partners; and cross-border coordination with UNHCR protection teams in Mexico. This position is in El Paso, Texas, with travel required to border cities in Texas, New Mexico and potentially Arizona as needed, including potential cross-border missions into northern Mexico. The work environment requires strong team orientation and demonstrated capacity to work both independently and collaboratively in a high-paced and often stressful environment. This position reports to a UNHCR Team Leader who is based in San Diego, California.

Functional Statement:

Responsibility:

- Provide technical guidance and support to UNHCR and partners on all protection related issues, and work to safeguard the rights of persons of concern in the context of mixed movements, including through constructive engagement with relevant governmental authorities and civil society;
- Constructively engage relevant authorities in identifying and expanding opportunities to develop or strengthening reception and humanitarian response systems, including provision of technical assistance when requested;
- Stay abreast of national and regional developments that impact the protection environment for UNHCR's populations of concern;
- Assist in the establishment and regular functioning of coordination mechanisms;
- Contribute to the coordination of the design, implementation and evaluation of protection related programming with implementing and operational partners;
- Develop, implement and monitor community-based protection strategies and ensure systematic application and integration of participatory and community-based approaches in protection and solutions planning, programming and strategies;
- Support the establishment of feedback and response systems and the incorporation of feedback received from persons of UNHCR concern into programme design and adaptation;
- Oversee and manage individual protection cases including those on SGBV and child protection;
- Produce high-quality, timely analysis and reporting on protection developments;
- Any other required assistance to support the UNHCR Office and team leader in San Diego, as needed.

Essential Minimum Qualifications and Experience:

Education: Advanced degree (J.D. or Master's level) in Law, International Law, Political Sciences, Social Sciences, or a related field is preferred. Bachelor's degree is required.

Job experience relevant to the function: 6 years relevant experience with Undergraduate degree; or 5 years relevant experience with Graduate degree; or 4 years relevant experience with Doctorate degree.

Relevant job experience:

- Experience with/knowledge of the U.S. asylum system and relevant U.S. Government agencies and other stakeholders;
- Previous experience working in refugee protection and humanitarian response in the U.S. domestic context;
- Experience coordinating and conducting protection monitoring, performing contextual analysis, and drafting situation reports;
- Strong interagency coordination experience, including contingency planning, and experience working with other/another UN agencies or international organizations;
- Experience working in sensitive political contexts, with experience and ability to work constructively and collaboratively with government counterparts;
- Ability to apply relevant international legal principles and best practices;
- Experience creating, organizing, and implementing training or capacity-building programmes for partners, government authorities, and/or other UN agencies;
- Excellent drafting and editing skills in English;
- Experience handling sensitive or confidential data;
- Supervisory experience, including remote supervision.

Languages: Fluency in English and professional proficiency in Spanish are required. Proficiency in other UN languages is an asset.

Additional desirable Qualifications & Competencies:

Relevant job experience:

- Experience with various aspects of UNHCR processing, including registration, refugee status determination, resettlement and/or case management is desired;
- Direct services experience is strongly desired.
- International experience in a humanitarian setting is strongly desired.

Additional skills:

- Experience with Microsoft Teams and collaboration software;
- Strong time management skills.

Required Competencies:

Core

- *Accountability*
- *Communication*
- *Organizational Awareness*
- *Teamwork & Collaboration*
- *Commitment to Continuous Learning*
- *Client & Result Orientation*

Managerial

- *Judgement and Decision Making*

Cross-Functional Competencies

- *Stakeholder Management*
- *Negotiation and Conflict Resolution*
- *Political Awareness*

Legal Status:

Candidates must be U.S. Citizens.

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:

Interested candidate should submit their application by 5:00 PM Eastern Standard Time (EST) on **Tuesday 11 August 2020**. The following application materials should be submitted via email to usawaadm@unhcr.org quoting “**Protection Officer (NOC) TA – El Paso, Texas**” in the subject line:

- 1) **UNHCR Personal History Form** available: <https://www.unhcr.org/recruit/p11new.doc>
Supplementary Sheet available: www.unhcr.org/recruit/unhcr-phf-sup.docm
- 2) **Letter of Motivation.**

No late applications will be accepted. Only shortlisted candidates will be contacted. Shortlisted candidates will be invited for oral interview and may be required to sit for a written test.

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.