

**UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES (UNHCR)
INTERNAL / EXTERNAL VACANCY ANNOUNCEMENT
Vacancy Notice No. 015/2020**

Title of Post	Senior Protection Assistant	Category/grade	General Service, G5
Post Number	10016823	Type of contract	Fixed-term appointment
Location	Kisoro, Uganda	Date of Issue	15 September 2020
Effective date of assignment	1 December 2020	Closing Date	21 September 2020

Operational Context:

The Senior Protection Assistant reports to a more senior Protection colleague. 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 Senior Protection Assistant provides quality, timely and effective protection support to persons of concern (PoC) and identifies opportunities to mainstream protection methodologies and safeguards in operational responses. S/he contributes to designing a comprehensive protection strategy and may liaise externally with local authorities and partners on protection issues as guided by the supervisor.

The Senior Protection Assistant 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.

Duties:

- Consistently apply International and National Law and applicable UN/UNHCR and IASC policy, standards and codes of conduct.
- Provide counselling on protection issues to PoC; liaise with competent authorities to ensure the issuance of personal and other relevant documentation.
- Support activities in protection related AGD based programming with implementing and operational partners.
- Conduct preliminary information gathering and interviews in support of eligibility, status determination, durable solutions and social needs assessment.
- 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 for PoC as part of the protection strategy.
- Monitor Standard Operating Procedures (SOPs) for all protection/solutions activities.
- Participate in individual protection case management including cases of SGBV and child protection. Monitor and report on cases of refoulement, expulsion and other protection incidents.

- Assist in identifying durable solutions for PoC in 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.
- Draft reports, routine correspondence, update relevant databases and compiling statistics within the Area of Responsibility (AoR).
- Contribute to initiatives to enhance national and local protection capacities.
- Select PoC for preliminary interviews and decide which relevant information to share.
- Enforce integrity in the delivery of protection services by local implementing partners.
- Perform other related duties as required.

Essential Minimum Qualifications and Experience:

- Completion of High school diploma is required.
- Minimum 4 years of previous job experience relevant to the function is required.
- Knowledge of English is required.

Desirable Qualifications & Competencies:

- Completion of certificates or licence in international law or political science is desirable.

Required Competencies:

Core Competencies

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

Cross-Functional Competencies

- Analytical Thinking
- Political Awareness
- Stakeholder Management

Eligibility:

Group I candidates: Interested staff members should consult the Recruitment and Assignment of Locally Recruited staff (RALS).

Group I comprise current GS staff members holding an indefinite or fixed-term appointment who, at the date of the deadline for application, are serving in the country of the vacancy at the grade of the position or one grade below or above.

Group II candidates: comprises candidates that have previously been vetted and notified after applying to the Group II general profile pool at the date of publishing this vacancy notice.

External candidates: are candidates who are not in Group 1 or Group 2.¹

If you have questions regarding your eligibility, you may also contact the HR Unit.

¹ Completed and relevant university education can count as maximum 50% of the required years of work experience.

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 candidates who meet the above criteria should submit their applications online, using the following link: <http://unhcrjobs.imuganda.com>. Applicants should signup or login to access details of the advertised position by **the closing date**.

The Personal History Form and its supplementary sheet is attached.

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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