

**United Nations High Commissioner for Refugees (UNHCR)
CO Damascus, Syria**

**Vacancy Announcement UNOPS/VN/ 2020/09- 1 Post
Internal / External Circulation/**

Position Title: Senior Protection Assistant	Position Level: Equal to GL5 on Syria national salary scale	Date Issued: 22 nd October 2020
Position No.: UNOPS Local Individual Contractor Agreement (LICA)	Report To: Associate Protection Officer	Closing Date: 04 th November 2020
Section: Protection	Duty Station: Sub Office Qamishli	Contractual Status: UNOPS Local Individual Contractor Agreement (LICA)

Availability of the Post Immediately

General Background

The Senior Protection Assistant normally reports to the Protection Officer or the Senior 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 Senior Protection Assistant provides quality, timely and effective protection support to persons of concern and identifies opportunities to mainstream protection methodologies and safeguards in operational responses. He/she 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 persons of concern 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.

Accountability:

- The protection of populations of concern is met through the application of International and National Law relevant UN/UNHCR protection standards and IASC principles.
- Protection activities are guided by the UNHCR country protection strategy.
- The participation of persons of concern is facilitated through supporting participatory, rights and community-based approaches.
- Support is provided to identify and report protection incidents.

Duties and Responsibilities:

- Consistently apply International and National Law and applicable UN/UNHCR and IASC policy, standards and codes of conduct.
- Provide counselling on protection issues to persons of concern; 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 persons of concern 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 persons of concern 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.
- Assist in drafting reports, routine correspondence, updating relevant databases and compiling statistics for the protection unit / section.
- Contribute to initiatives to enhance national and local protection capacities.

Authority

- Select persons of concern for preliminary interviews and decide which relevant information to share.
- Enforce integrity in the delivery of protection services by local implementing partners.

Qualification Required:

Education:

- Completion of the Secondary School Education. Additional Training courses in protection related issues.
- Knowledge of International Law and policy is an advantage.

Experience: Minimum 4 years of previous job experience relevant to the function.

Languages: Excellent knowledge of English and working knowledge of another UN language.

DESIRABLE QUALIFICATIONS & COMPETENCIES

- Good computer skills.
- Completed Protection Learning Programme.

Managerial Competencies:

- Empowering and Building Trust.
- Managing Resources.

Cross-Functional Competencies:

- Analytical Thinking.
- Political Awareness.
- Stakeholder Management.

For Syrian and /or Syrian Palestinian only

Please apply in writing (P.11, CV and application/motivation letter), indicating vacancy announcement number.

Applications must be submitted by email only, to email address: SYRDAHRUNOPS@unhcr.org

Attention Vacancy No: UNOPS/VN/ 2020/09- Senior Protection Assistant- Sub Office Qamishli, Syria

Please note: no hard copy (paper applications) will be accepted

Non-Syrian Arabs must attach their valid residence permit as well as work permit. Applications received without these documents will not be considered.

Application will not be acknowledged. Only the successful candidates will be notified of the outcome of the competition and will be invited for a written test and an interview.

Personal history (P.11 form) is attached or can be down loaded from:

http://www.unhcr.org/sy/wp-content/uploads/sites/3/2017/10/UNHCR_Personal_History_Form_October-2017.docm

P.11 form is mandatory and should be signed by applicant.

Female candidates are strongly encouraged to apply.

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