



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

VACANCY NOTICE Senior Protection Assistant 2016/HRU/008

UNHCR Greece invites applications from qualified candidates for the following position:

Position title	Senior Protection Assistant
Category and Level	UNOPS, LICA-5
Duty Station	Chios, Greece
Duration	Until 31 December 2016
Effective date	14 November 2016
Closing Date	31 October 2016

OPERATIONAL CONTEXT

In response to the exponential turn in the refugee and migrant crisis impacting Europe since the beginning of 2015, UNHCR Office in Greece mobilized efforts to assist the Government in identifying the needs and protection concerns of the refugees. UNHCR coordinates and promotes the implementation of its mandate within the framework of the Refugee Coordination Model with the government, civil society (IPs and Ops) and other relevant international and national stakeholders to provide protection and assistance to the thousands of women, men, boys and girls who found themselves in Greece.

PURPOSE AND SCOPE OF ASSIGNMENT

- 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.
- Submit a final report, outlining the main duties and activities performed under this assignment, as well as actual achievements, using objectively verifiable indicators and means of verification. Information should also include risks and challenges, as well as lesson learned during the reporting period and an analytical assessment of any problematic areas which may require new or different approaches, etc. The format of the report will be provided by UNHCR.



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ESSENTIAL MINIMUM QUALIFICATIONS & PROFESSIONAL EXPERIENCE REQUIRED

- Completion of Secondary education. Additional training courses in protection related issues.
- Minimum 4 years professional experience relevant to the function.
- Fluency in English and working knowledge of another relevant UN language or local language

KEY COMPETENCIES

- Empowering and Building Trust
- Managing Resources
- Analytical Thinking
- Political Awareness
- Stakeholder Management
- Ability to work in a team and in a multi-cultural environment.

DESIRABLE QUALIFICATIONS

- Good computer skills
- Completed Protection Learning Programme

SUBMISSION OF APPLICATIONS

If you wish to be considered for this vacancy, please submit your **Personal History Form (P11)** (which can be downloaded from www.unhcr.org/recruit/p11new.doc) and **Motivation Letter** by e-mail with the vacancy title **Senior Protection Assistant 2016/HRU/008** in the subject line to: greatvac@unhcr.org no later than 31 October 2016. Only applications submitted by e-mail with a **signed P.11 form** will be considered. **Emails without vacancy title Senior Protection Assistant 2016/HRU/008 in the subject line will not be considered.**

Shortlisted candidates might be required to sit for a written test and will have to undergo an oral interview. Only shortlisted candidates will be notified. No late applications will be accepted.

UNHCR is an equal opportunity employer and does not charge a fee at any stage of the recruitment process (application, interview meeting, processing, training or any other fees).

Deadline for submission of application: 31 October 2016.