

**UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES (UNHCR)
INTERNAL VACANCY ANNOUNCEMENT**

Vacancy Notice No.

Vacancy Notice No. IRQ/BGDFTA/2020/026

Female candidates are strongly encouraged to apply

Title of Post	Senior Community-Based Protection Associate	Category/grade	General Service, G7
Post Number	10019996	Type of contract	Fixed-term appointment
Location	Baghdad, Iraq	Date of Issue	23 November 2020
Effective date of assignment	01 May 2021	Closing Date	06 December 2020

ORGANIZATIONAL SETTING, WORK RELATIONSHIPS and OPERATIONAL CONTEXT:

The Senior Community-Based Protection Associate is a member of the Protection Unit and may report to the Protection Officer, Community-Based Protection Officer, or another more senior staff member in the Protection Unit. Under the overall direction of the Protection Unit, and in coordination with other UNHCR staff, government, NGO partners and other stakeholders, the Senior Community-Based Protection Associate works directly with communities of concern to identify the risks they face and to leverage their capacities to protect themselves, their families and communities. The incumbent may have direct supervisory responsibility for part of the protection and/or support staff and supports the application of community-based protection standards, operational procedures and practices in community-based protection delivery at the field level. To fulfil this role, the Senior Community-Based Protection Associate is required to spend a substantial percentage of the workday outside the office, building and maintaining networks within communities of persons of concern (PoC). The development and maintenance of constructive relationships with PoC that measurably impact and enhance protection planning, programming and results, form the core of the work of the incumbent. S/he also supports the designing of a community-based protection strategy by ensuring that it is based on consultation with PoC.

Functional Statement:

Accountability

All UNHCR staff members are accountable to perform their duties as reflected in their job description. They do so within their delegated authorities, in line with the regulatory framework of UNHCR which includes the UN Charter, UN Staff Regulations and Rules, UNHCR Policies and Administrative Instructions as well as relevant accountability frameworks. In addition, staff members are required to discharge their responsibilities in a manner consistent with the core, functional, cross-functional and managerial competencies and UNHCR's core values of professionalism, integrity and respect for diversity.

Responsibility

- Assist functional units, the Multi-Functional Team (MFT) and senior management to integrate participatory and community-based approaches in the overall protection strategy and operational procedures.
- Through relationships with PoC and network of partners, stay abreast of political, social, economic and cultural developments that have an impact on the protection environment and provide advice to the protection team. Understand the perspectives, capacities, needs and resources of the PoC and advise the protection team accordingly, highlighting the specific protection needs of women and men, children, youth and older persons, persons with disabilities, marginalized groups.
- Work with host communities to identify opportunities for national civil society involvement in improving the protection of PoC.
- Work with implementing and operational partners as well as with displaced and local communities to develop community-owned activities to address, where applicable, the social, educational, psycho-social, cultural, health, organisational and livelihood concerns as well as child protection and prevention and response to SGBV.
- Perform analysis that identifies the capacities of communities of concern and risks they face.
- Contribute to participatory assessments and ongoing consultation with PoC using multifunctional teams.
- Plan and monitor programmes and budgets with an AGD perspective.
- Build capacity to maximize opportunities for participatory and community-based approaches and to make appropriate use of guidelines and tools in working with partners and other relevant entities.
- Support communities in establishing representation and coordination structures.
- Ensure community understanding of UNHCR's commitment to deliver on accountability and quality assurance in its response.
- Assist in developing UNHCR communication strategies by emphasizing the participatory, community-based and AGD approaches.
- Act as an interpreter in exchange of routine information, contribute to related liaison activities and respond directly to routine queries.
- Contribute to the enforcement of participatory AGD sensitive analysis as an essential basis for all of UNHCR's work.
- Initiate AGD sensitive interventions at the appropriate level on community-based protection issues and to respond to protection concerns and incidents within the office, with external interlocutors, groups and individuals based on agreed parameters.
- Identify and select which individuals or groups to prioritize for counselling and field visits based on agreed criteria.
- Intervene with authorities on protection.
- Enforce compliance of staff and implementing partners with global protection policies and standards of professional integrity in the delivery of protection services.
- As instructed by the supervisor, approve individual payment requests for PoC.
- Perform other related duties as required.

Essential Minimum Qualifications and Experience:

- Minimum 4 years relevant experience with High School Diploma; or 2 years relevant work experience with Bachelor or equivalent or higher.
- Certificates and/or Licenses in Development Studies, Human Rights, Community Development /Social Work, Social Science, Political Science, International Law.
- Fluency in English and working knowledge of another relevant UN language or local language.

Desirable Qualifications & Competencies:

- UNHCR learning programmes (PLP). Knowledge of MSRP.

Functional Skills: *(Functional Skills marked with an asterisk* are essential)*

- *IT-MS Office Applications
- *IT-Computer Literacy
- IT-Enterprise Resource Planning (ERP)
- UN-UN/UNHCR Administrative Rules, Regulations and Procedures
- UN-UN/UNHCR Financial Rules and Regulations and Procedures
- PR-Community-based Protection
- PR-Community-based Protection - Principles and methodologies
- CL-Multi-stakeholder Communications with Partners, Government & Community
- PG-Experience with coordinating with Implementing Partners (Government/INGO/NGO/Corporate)
- TR-Capacity Building

Required Competencies:

Core Competencies

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

Managerial Competencies

- Judgement and Decision Making
- Empowering and Building Trust
- Managing Performance

Cross-Functional Competencies

- Stakeholder Management
- Planning and Organizing
- Political Awareness

Eligibility:

Internal candidates (Group 1 and Group 2):

Interested staff members should consult the Administrative Instruction on Recruitment and Assignments of Locally Recruited Staff (RALS) (UNHCR/AI/2020/1/REV.1 dated 01 May 2020). If you have questions regarding your eligibility, you may also contact the HR Unit. Internal candidates are Group 1 and vetted group 2¹ candidates.

Group 1: comprises 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 2: Group 2 comprises candidates from the categories listed below after completion of one cumulative or continuous year of service in the country of the vacancy. The Group 2 status will be confirmed by DHR or the HR/Admin in the relevant country, as applicable:

¹In order to be considered as group 2 candidates, the applicants must be vetted at the time of applications. To be considered for Group 2 status, candidates must apply for an open call through the following link: <https://www.unhcr.org/iraq-jobs/entry/11409/> and go through the vetting process. Vetting process takes around 8 weeks.

- Current locally recruited UNHCR staff members holding a temporary appointment
- Former locally recruited UNHCR staff members who held an indefinite or fixed-term appointment (within 2 years of separation for males and 5 years for females)
- National United Nations Volunteers currently working for UNHCR
- National UNOPS and individual contractors currently working for UNHCR
- Current GS staff members holding an indefinite or fixed-term appointment applying to a position in the same category two grades above the staff member's personal grade
- Current UNHCR staff members in the International Professional category holding an indefinite or fixed-term appointment
- Current UNHCR staff members in the NPO category holding an indefinite or fixed-term appointment.
- Current locally recruited female staff members from other UN system Organizations holding the equivalent of an indefinite or fixed-term appointment.

Remuneration:

A competitive compensation and benefits package are 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:

If you wish to be considered for this vacancy, please submit your letter of motivation, updated factsheet (for internals), signed Personal History Form (for Group 2) through the online portal at <https://www.unhcr.org/iraq-jobs/>.

The Personal History Form and its supplementary sheet can also be downloaded from the portal.

No late applications will be accepted. Only shortlisted candidates will be contacted. Shortlisted candidates will/ be required to sit for an eliminatory written test and oral interview. Please note that UNHCR does not charge a fee at any stage of its recruitment process (application, interview, meeting, travelling, processing, training or any other fees).

The UNHCR workforce consists of many diverse nationalities, cultures, languages and opinions. UNHCR seeks to sustain and strengthen this diversity to ensure equal opportunities as well as an inclusive working environment for its entire workforce. Applications are encouraged from all qualified candidates without distinction on grounds of race, colour, sex, national origin, age, religion, disability, sexual orientation and gender identity.

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