

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

Vacancy Announcement No. UNHCR/VN/ 2019/28
Internal/External Circulation

Position Title: Assistant Field Officer (Protection)	Position Level: NOA	Date Issued: 09/04/2019
Position No.: 10026470	Report To: Protection Officer	Closing Date: 23/04/2019
Section/ Unit: Sub-Office Damascus	Duty Stations: Damascus	Contractual Status: Fixed-Term Appointment

Availability of the Post: Immediately

Accountability

- The protection needs of populations of concern are met through the application of International and National Law, relevant UN/UNHCR protection standards and IASC principles.
- The Participation of persons of concern is assured through continuous assessment and evaluation using participatory, rights and community based approaches.
- Protection incidents and gaps in assistance are immediately identified and addressed.

Duties and Responsibilities:

- Stay abreast of political, social, economic and cultural developments that have an impact on the protection environment and provide advice to senior management.
- Support UNHCR's consultative process with local government counterparts, partners and persons of concern for effective needs assessment and planning.
- Facilitate UNHCR's responses in addressing Sexual and Gender Based Violence (SGBV) priorities and other specific protection needs of women and men, children, youth and older persons, persons with disabilities, minority groups such as sexual minorities and persons living with HIV/AIDS.
- Monitor the integrity of UNHCR operations management standards and procedures in the AOR and facilitate the respect of deadlines.
- Maintain protection presence through regular field missions and reports, making direct contact with persons of concern, host communities, local authorities and partners.
- Monitor and report on the protection, security and safety situation of persons of concern.
- Facilitate and monitor programmes on an AGD basis to address identified protection needs.
- Support communities in establishing representation and coordination structures. Promote confidence building and conflict resolution among populations of concern, authorities and host communities.
- Provide advice and guidance on protection issues to internal and external interlocutors; ensure legal assistance is accessible to persons of concern; liaise with competent authorities to ensure the issuance of personal and other relevant documents and services to persons of concern.
- Contribute in developing and implementing an education plan for the AOR as part of the protection strategy.
- Intervene in cases of refoulement, expulsion, arbitrary deprivation of nationality, and other protection incidents through close working relations with governments and other partners.
- Assess resettlement needs and apply priorities for the resettlement of individuals and groups of refugees and other persons of concern.

- Support the effective systematization and management of data to enhance monitoring, response and evaluation mechanisms.

Authority

- Endorse field protection documents for submission to senior management.
- Intervene with authorities on protection issues.
- Enforce compliance with, and integrity of, standard operating procedures.
- Negotiate with local counterparts, partners and populations of concern.

Qualification Required

Education and Skills:

- Education: Undergraduate degree (equivalent of a BA/BS) in International Law, Political Science, or related fields.

Experience:

- Minimum 1 year of previous work experience relevant to the function. Graduate degree (equivalent of a Master's) or Doctorate degree (equivalent of a PhD) may also be accepted.

Languages:

- Fluency in English and Arabic.

Desirable Qualifications & Competencies:

- Computer skills.
- Knowledge of additional UN languages.

For Syrian or Syrian Palestinian only

Please apply in writing by completing and signing the Personal History Form (as per link below) and including an up to date CV as well as your motivation letter. Please also indicate the following vacancy announcement number, position title and location: **UNHCR/VN/2019/28, Assistant Field Officer (Protection), SO Damascus**

All applications must be submitted by e-mail to: SYRDAHUMANRES@unhcr.org indicating the vacancy number. No hard copies (paper applications) will be accepted.

Applications received will not be acknowledged, only the successful candidates will be notified of the outcome of the competitive process, and will be invited for a written test and an interview.

A Personal History Form is attached for ease of reference and can also be downloaded from the following link: <http://www.unhcr.org/recruit/pl1new.doc>

Please note that the Personal History Form is mandatory and must be SIGNED by the applicant.

Distribution:

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