

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

**Vacancy Announcement No. UNHCR/VN/ 2017/68
Internal/External Circulation**

Position Title: Protection Associate	Position Level: GL6	Date Issued: 05/11/2017
Position No.: 10011948	Report To: Assistant Protection Officer	Closing Date: 19/11/2017
Section/ Unit: Protection	Duty Stations: Damascus	Contractual Status: Fixed-Term Appointment

Availability of the Post: Immediately

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 continuous assessment and evaluation using participatory, rights and community based approaches.
- Protection incidents are immediately identified and reported

Duties and Responsibilities:

- Stay abreast of political, social, economic and cultural developments that have an impact on the protection environment.
- Consistently apply International and National Law and applicable UN/UNHCR and IASC policy, standards and codes of conduct.
- Assist in providing comments on existing and draft legislation related to persons of concern.
- Provide advice on protection issues to persons of concern; liaise with competent authorities to ensure the issuance of personal and other relevant documentation.
- Assist in conducting eligibility and status determination for persons of concern.
- 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 as part of the protection strategy.
- Monitor Standard Operating Procedures (SOPs) for all protection/solutions activities.
- Manage individual protection cases including those on SGBV and child protection. Monitor, and intervene in cases of refoulement, expulsion and other protection incidents.
- Assist in identifying durable solutions for the largest possible number of persons of concern through 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.
- Contribute to effective information management through the provision of disaggregated data on populations of concern and their problems.
- Participate in initiatives to capacitate authorities, relevant institutions and NGOs to strengthen national protection related legislation and procedures.

Authority

- Prioritize persons of concern for interview, counselling and propose protection support for individual cases.
- Enforce compliance of local implementing partners with global protection policies and standards of professional integrity in the delivery of protection services.
- Enforce compliance with, and integrity of, all protection standard operating procedures.
- Submit individual payments request for persons of concern for approval.

Qualification Required

Education and Skills:

- Education: Completion of secondary school. Additional certificate/training in International Law, Political Science or related field is required.

Experience:

- Relevant to the function: 6 years.

Languages:

- Fluency in English and Arabic.

DESIRABLE QUALIFICATIONS & COMPETENCIES:

- Good computer skills.
- Completed Protection Learning Programme.

For Syrian or Syrian Palestinian only

Please apply in writing (Personal History Form, CV and application/motivation letter), indicating vacancy announcement number, position title and preferred location to:

Attention Vacancy No: UNHCR/VN/2017/68, Protection Associate, Damascus

Applications: must be submitted by e-mail to the address indicated below:

Human Resources <SYRDAHUMANRES@unhcr.org> No hard copies (paper applications) will be accepted.

Applications must be submitted with reference to the Title, vacancy announcement number and Position number to be mentioned clearly in the subject of application's e-mails.

Applications received 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 Form is attached or can be downloaded from:

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

Personal History Form is mandatory and should be SIGNED by applicant.

Distribution:

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