

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

**Vacancy Announcement No. UNHCR/VN/2018/09
Internal / External Circulation**

Position Title: Senior Protection Associate	Position Level: GL7	Date Issued: 22-Jan-2018
Position No.: 10007316	Report To: Protection Officer (Child)	Closing Date: 5-Feb-2018
Section: Protection	Duty Station: Damascus	Contractual Status: Fixed-term Appointment

Availability of the Post: Immediately

***Note: There is a lien to this post**

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 protection strategy and respect UNHCR's policy on age, gender and diversity (AGD).
- 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 addressed.

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 and guidance 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 in compliance with UNHCR procedural standards and international protection principles.
- 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.
- Implement and 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 promoting 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 and facilitate a programme of results-based advocacy with sectorial and/or cluster partners.
- Facilitate 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

- Intervene with authorities on protection issues.
- Decide priorities for reception, interviewing and counselling for groups or individuals.
- Enforce compliance of staff and 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.
- Recommend and prepare payments to individual cases.

Qualification Requirements:

Education and Skills:

- Completion of secondary school. Certificate/ training in International Law, Political Science or related field is required.

Experience:

- Job experience relevant to the function: 11 years.

Languages:

- Fluency in English and working knowledge of another relevant UN language or local language

Desirable qualifications and competencies:

Good computer skills.

Completed RSD-Resettlement LP and/or Protection Learning Programme.

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/2018/09, Snr. Protection Associate, 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.

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

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.

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