



VACANCY ANNOUNCEMENT

Assignment Title	PROTECTION ASSOCIATE (Refugee Protection)
Assignment Number	SSDR000834
Type of Assignment	National UN Volunteer (For South Sudanese nationals only)
Number of Posts	2 Positions
Requesting Agency	UNHCR South Sudan
Duty Station	Juba, South Sudan
Application Procedure	Submit Cover Letter and CV <u>Submit Applications to:</u> UNV Field Unit Office UNDP Country Office, Ministries Road Juba, South Sudan Or submit by Email to: unvroster@undp.org Indicate in Subject Line: SSDR000834
Deadline of Applications	April 8, 2017

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

Preamble:

The United Nations Volunteers (UNV) programme is the UN organization that promotes volunteerism to support peace and development worldwide. Volunteerism can transform the pace and nature of development and it benefits both society at large and the individual volunteer. UNV contributes to peace and development by advocating for volunteerism globally, encouraging partners to integrate volunteerism into development programming, and mobilizing volunteers.

In most cultures volunteerism is deeply embedded in long-established, ancient traditions of sharing and support within the communities. In this context, UN Volunteers take part in various forms of volunteerism and play a role in development and peace together with co-workers, host agencies and local communities.

In all assignments, UN Volunteers promote volunteerism through their action and conduct. Engaging in volunteer activity can effectively and positively enrich their understanding of local and social realities, as well as create a bridge between themselves and the people in their host community. This will make the time they spend as UN Volunteers even more rewarding and productive.

- 1. Type of Assignment: National UN Volunteer**
- 2. Type of Assignment Place: Family Duty Station**
- 3. Assignment Title: Protection Associate (2 Posts)
Refugee Protection Unit**
- 4. Link with UNV Strategic Framework : Securing access to Basic Social Services**
- 5. Duty Station, Country: Juba**
- 6. Duration (in months): 12 months**

Budget Code: 2017/12125/7000020/PB/311AI/614025/4SSDA/4126
- 7. Expected Starting Date: Immediate**
- 8 Host Agency/Host Institute: UNHCR**
- 9. Organizational Context/Project:**

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- 10. Description of tasks:**

Under the direct supervision of the Protection Officer or Associate Refugee Status Determination Officer the national UN Volunteer will undertake the following tasks:

The Protection Associate will perform frontline protection and operational support tasks as part of UNHCR's urban Juba refugee protection activities. The Protection Associate's work will enable UNHCR Juba to enhance its understanding and monitoring of the protection gaps and needs of refugees and asylum-seekers in Juba, and to respond to and assist individual cases in a growing urban refugee operation. S/he will work with both the Protection (Refugee) and Community Services units, as well as UNHCR's partners, in urban Juba, Gorom refugee camp, and the UNHCR Juba reception center. The Protection Associate will receive on-the-job training for frontline protection casework, and will be expected to develop specialized protection skills (such as refugee status determination, sexual and gender-based violence response and prevention, and resettlement) as part of ongoing efforts to develop versatile and well-rounded frontline protection staff. Specific tasks performed by the UN Volunteer will include:

- Identify, interview, and assess refugees and asylum-seekers with specific protection needs or vulnerabilities in urban Juba and Gorom
- Conduct home visits to refugees and asylum-seekers and undertake vulnerability assessments recommending the appropriate protection intervention
- Hold protection counselling sessions at the UNHCR Juba reception centers for refugees and asylum-seekers with protection queries
- Liaise with and conduct regular visits to occupants of the Protection wing at the UNHCR safehouse in Juba and follow-up on their needs and concerns
- Refer protection cases to the appropriate protection actors for follow-up, including for assistance or services
- Provide protection support to registration activities at the reception center and Gorom.
- Document protection casework using standard forms and filing physical and electronic copies in accordance with procedures
- Create and maintain individual physical and electronic case files for protection cases in UNHCR Juba's physical and electronic filing system.
- Provide support to refugee status determination and resettlement activities, including for interview scheduling, departure arrangements, and notification of decisions.
- Undertake any other tasks as necessary to support refugee protection activities in Juba

Furthermore, UN Volunteers are required to:

- Strengthen their knowledge and understanding of the concept of volunteerism by reading relevant UNV and external publications and take active part in UNV activities (for instance in events that mark IVD);
- Be acquainted with and build on traditional and/or local forms of volunteerism in the host country;
- Reflect on the type and quality of voluntary action that they are undertaking, including participation in ongoing reflection activities;
- Contribute articles/write-ups on field experiences and submit them for UNV publications/websites, newsletters, press releases, etc.;
- Assist with the UNV Buddy Programme for newly-arrived UN Volunteers;
- Promote or advise local groups in the use of online volunteering, or encourage relevant local individuals and organizations to use the UNV Online Volunteering service whenever technically possible.

11. Results/Expected Output:

- Written individual protection assessments and referrals for urban refugees and asylum-seekers as needed.
- Once-weekly protection counselling sessions at UNHCR Juba reception area (per NUNV), with individual counseling forms completed and referrals made where necessary
- Home visits and written protection/vulnerability assessments for cases, including refugees and asylum-seekers with specific needs, as needed.
- Back-up support to receptionist duties when receptionist is absent, as needed
- Provision of regular focal point for individual refugee/asylum-seeker files in proposed filing room on rotational basis
- Protection screenings for complex cases referred from registration activities, as needed
- Completion of on-the-job training in one or more specialized skill: SGBV response, refugee status determination, resettlement
- The above outputs will enhance UNHCR's awareness of the protection needs and situation among urban Juba refugees and asylum-seekers, and reinforce UNHCR's ability to undertake effective protection interventions and uphold the rights of persons of concern in Juba. Outputs aimed at strengthening UNHCR's operational support systems will improve consistency of and expedite interventions.
- A final statement of achievements towards volunteerism for development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed.

12. Qualifications/Requirements:

Essential Qualifications

- Completion of post-secondary diploma in law, the social sciences, or a related field
- Fluency in English and spoken Arabic
- At least two (2) years of professional work experience, including at least one (1) year in a refugee protection role involving casework or another client or customer-oriented role
- Demonstrated ability to use Microsoft Office applications, and database software
- Proficient typing skills
- Excellent oral and written communication skills
- Excellent interpersonal skills

Desirable Qualifications

- Completion of undergraduate university degree
- Ability to read and write Arabic, or proficiency in any of the following languages: Amharic, French, Kinyarwanda/Kirundi, Kiswahili, Oromo, Somali, Tigrinya
- Two (2) or more years of work experience in refugee protection, preferably involving individual casework and regular interaction with refugees or asylum-seekers

- Two (2) or more years of work experience in a client or customer-oriented role

13. Competencies and Values

- Integrity and professionalism: demonstrated expertise in area of specialty and ability to apply good judgment; high degree of autonomy, personal initiative and ability to take ownership; willingness to accept wide responsibilities and ability to work independently under established procedures in a politically sensitive environment, while exercising discretion, impartiality and neutrality; ability to manage information objectively, accurately and confidentially; responsive and client-oriented.
- Accountability: mature and responsible; ability to operate in compliance with organizational rules and regulations.
- Commitment to continuous learning: initiative and willingness to learn new skills and stay abreast of new developments in area of expertise; ability to adapt to changes in work environment.
- Planning and organizing: effective organizational and problem-solving skills and ability to manage a large volume of work in an efficient and timely manner; ability to establish priorities and to plan, coordinate and monitor (own) work; ability to work under pressure, with conflicting deadlines, and to handle multiple concurrent projects/activities.
- Teamwork and respect for diversity: ability to operate effectively across organizational boundaries; ability to establish and maintain effective partnerships and harmonious working

14. Living Conditions:

- The highly recommended vaccination in South Sudan is Yellow Fever. Please note that without evidence of yellow fever vaccination, access to South Sudan is restricted.
- South Sudan is Security Phase III level. There is a UN imposed curfew from 7:00pm to 6:00am due to security and crime issues.
- The widely used currency for business transaction is the South Sudan Pounds (SSP). The official exchange rate is currently at 100.00 SSP to the USD. Banking facilities are widely available but the use of bank credit and debit cards is limited.
- There are several mobile telephone companies including ZAIN, Vivacell, Gemtel & MTN providing services and sim cards can be easily bought with cash after registration by the Service provider. There are no fixed telephone lines in South Sudan/Juba.
- South Sudan electricity on the national grid is almost non-existent as it's switched on once in a while. The Capital Juba is powered by individual household generators. Running water is dependent on water tankers that deliver water to households at a fee. UN regulations state that houses of staff members must have electricity and re-imburse these costs incurred outside the accommodation rental cost.

- UN personnel are provided medical services in the UN Agency clinic. Other medical services can be obtained at the UNMISS Level 2 hospital

15. Conditions of Service for national UN Volunteers

A 12 month contract; with subsequent contract extensions subject to availability of funding, operational necessity and satisfactory performance. However, there is no expectation of renewal of the assignment.

Travel to duty station (if applicable) and a Settling-In-Grant will be provided in the event duty station is not within commuting distance from the place of recruitment. A Volunteer Living Allowance (VLA) of \$1,167.00 is provided monthly to cover normal cost of living expenses, housing, utilities, and Well Being Differential. Life, health and permanent disability insurance are included (health insurance for up to 3 dependents), as well as final repatriation (if applicable) and resettlement allowance for satisfactory service.

UNV will provide, together with the offer of assignment, a copy of the Conditions of Service, including Code of conduct, to the successful candidate.

**Description of Assignment prepared by the hosting project/UN Agency:
Tin Wun Andrew Mok, Associate RSD Officer, Juba, South Sudan
Date: 24 March 2017**

**Description of Assignment approved by UNDP/RR/CD or UNV Field Unit:
Mwango Mainda, UNV Programme Officer, Juba, South Sudan
Updated by Marinela M. Nuñez, UNV Programme Officer, UNDP South Sudan
Date: 24 March 2017**

United Nations Volunteers is an equal opportunity programme which welcomes applications from qualified professionals. We are committed to achieving diversity in terms of gender, nationality and culture.