



United Nations High Commissioner for Refugees (UNHCR) Representation, UNHCR/ Greece

Vacancy Announcement No. UNHCR GCR/UNHCR/16-08 External/Internal Circulation

Position Title: Assistant Protection Officer	Position Level: NOA	Date Issued: 16/02/2016
Number of positions: 1	Report To: Protection Officer	Closing Date: 23/02/2016
Section: Protection	Duty Station: Athens	Contractual Status: Temporary Appointment until 30/04/2016 (with possibility of extension)

Assignment date immediately

1.1 ORGANIZATIONAL CONTEXT.

According to the 17-point plan that came out from the European leaders' special summit on the Western Balkan's Migration Route on 25 October, Greece agreed to increase its reception capacity to 30,000 places by the end of the year. The plan for 2016 foresees also establishment of the hotspots on the five Aegean islands, UNHCR is committed to support the Government's plan with one-off interventions for establishment of these facilities. In addition, UNHCR has committed to make available 20,000 accommodation places in 2016 and 2017. The capacity will be increased based on occupancy rates but the 20,000 accommodation places will progressively be made available as of 1 January 2016 through a combination of hotel vouchers, rental of apartments, rental of buildings, and host family schemes. Beneficiaries of the accommodation under the relocation scheme will be persons eligible for relocation as well as persons seeking asylum in Greece, with a priority to persons with specific needs.

In the context of the overall UNHCR activities in implementation of the accommodation/reception scheme (progressive creation of 20.000 places for relocation candidates and other asylum seekers), the incumbent of the position, among other things will be expected provide functional guidance on asylum procedures as well as routine protection matters linked to the relocation project objectives and deliverables.

The incumbent of the position will coordinate quality, timely and effective protection responses to the needs of populations of concern; and identify opportunities to mainstream protection methodologies and integrate protection safeguards in operational responses in all sectors.

Another important function of the position is to ensure that persons of concern are involved with the Office in making decisions that affect them, whether in accessing their rights or in identifying appropriate solutions to their problems. To achieve this, the incumbent will need to build and maintain effective interfaces with communities of concern, authorities, protection and assistance partners as well as a broader network of stakeholders who can contribute to enhancing protection.

The incumbent will report to Senior Protection staff within the Unit.

1.2 FUNCTIONAL STATEMENT.

Accountability *(key results that will be achieved)*

- 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 the policy of UNHCR on age, gender and diversity (AGD).
- The participation of persons of concern is assured through continuous assessment and evaluation using participatory, rights and community based approaches.
- Protection incidents are immediately identified and addressed.

Responsibility *(process and functions undertaken to achieve results)*

- 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 legal advice and guidance on protection issues to persons of concern; liaise with competent authorities to ensure the issuance of personal and other relevant documentation.
- Conduct eligibility and status determination for persons of concern in compliance with UNHCR procedural standards and international protection principles.
- Promote and 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.
- Provide inputs for the development of global / regional international protection policies and standards.
- 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.
- Assess needs for Promote and find durable solutions for the largest possible number of persons of concern through voluntary repatriation, local integration and where appropriate, resettlement.
- Assess resettlement needs and apply priorities for the resettlement of individuals and groups of refugees and other persons of concern.
- 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.
- Contribute to and facilitate effective information management through the provision of disaggregated data on populations of concern and their problems.
- Contribute to capacity-building initiatives for communities and individuals to assert their rights.
- Participate in initiatives to capacitate authorities, relevant institutions and NGOs to strengthen national protection related legislation and procedures.

Authority *(decisions made in executing responsibilities and to achieve results)*

- 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.

1.3 ESSENTIAL MINIMUM QUALIFICATIONS AND PROFESSIONAL EXPERIENCE REQUIRED.

- Education: University degree in Law, International Law, political Sciences or related field.
- Job Experience: Minimum 2 years relevant professional experience.
- Fluency in English; working knowledge of another relevant UN language an asset; local language (Greek) desired.

**** For National Officer positions, very good knowledge of local language and local institutions is essential.*

1.4 DESIRABLE QUALIFICATIONS & COMPETENCIES. *Describe any experience or knowledge that would be an asset, such as: UNHCR Learning Programmes, other training, additional languages, Field/HQs experience, etc.*

- Diverse field experience desirable.
- Good IT skills including database management skills.
- Completion of the Protection Learning Programme, RSD- Resettlement Learning Programme.

How to apply

Please apply in writing (**P.11, CV and application/motivation letter**), indicating vacancy announcement number, and position title to:

Attention Vacancy No: GCR/UNHCR/16-08, Assistant Protection Officer, UNHCR, Athens

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

greatvac@unhcr.org

Applications received will not be acknowledged, only the short-listed candidates will be notified of the outcome of the competition, and will be invited for a written test and an interview.

Personal history (P.11 form) is attached or can be downloaded from:

www.unhcr.org/recruit/p11new.doc

P.11 form is mandatory and should be SIGNED by the applicant.

UNHCR does not charge a fee at any stage of the recruitment process. UNHCR aims for workforce diversity at all levels and encourages qualified women and persons with disabilities to apply.

Acknowledgments will only be sent to short-listed candidates under serious consideration.

We can accept applications from external applicants as long as they have been legally present in the country at the time of application.