



## **Entry-Level Humanitarian Professional Programme (EHP)**

### **Frequently Asked Questions**

**May 2016**

#### **1. What is the EHP?**

The Entry-Level Humanitarian Professional Programme (EHP) is a new recruitment and conversion initiative that was announced by the High Commissioner in 2013. It is a competitive point of entry into UNHCR's Professional category. Through the conversion of UNHCR staff members and the recruitment of external candidates, a cohort of highly motivated and talented individuals, who have a passion for humanitarian work, will be selected to join the EHP at the P2 level and be deployed to the field.

The overall strategic objective for UNHCR's EHP is to identify the talent UNHCR requires to meet its operational and organizational demands today and in the future.

The EHP is not geared to the filling of specific positions, but rather to identify a cohort of highly qualified individuals who have the required profiles that UNHCR has identified and will be prepared to undertake suitable assignments anywhere in the world.

#### **2. What is a cohort system?**

A cohort is a group of people who come together to share a common goal. The idea behind a cohort is to bring people together so they can share knowledge, camaraderie, and support each other as they learn and work together. The cohort model provides a support system that has a high success rate.

#### **Eligibility, application and selection process**

#### **3. What are the eligibility requirements?**

Eligibility Requirements are as follows:

- i) Advanced university degree, at least a bachelor's degree from an accredited institution with a minimum of two years of cumulative relevant work experience in accordance with UN grading criteria for grading at the P2 level; participants shall be 45 years of age or younger by application closing date.

#### **4. Candidates will be recruited for UNHCR, not for specific positions. What does this mean?**

When applicants apply to the EHP, the advertisements will be to a functional position without a specific location (Protection, Programme, Supply and Admin/Finance). The selected cohort members will be matched to whichever post or location, best matches their skills profile.

#### **5. How will applicants be selected?**

Applicants, both internal and external, will be screened using various criteria including: eligibility requirements, relevant work experience, functional qualifications, and written and analytical assessment tests. Shortlisted candidates will be subject to a panel interview and those selected will form the EHP cohort and be deployed to the field following successful completion of a comprehensive UNHCR orientation in Budapest. If a candidate declines the position offered, he/she will be deemed to have given up their membership as a cohort member.

#### **6. Is there some flexibility with language skills?**

Applicants need to demonstrate proficiency at an advanced level (C1 or above) in either one of the two working languages of UNHCR (English and French) as well as knowledge of a second official UN language at an intermediate level (B2 or above). For reasons of mobility and ease of future placement, English needs to be the second language in cases where proficiency at an advanced level was first demonstrated in French. The list of certificates recognized by UNHCR to prove language proficiency at C1 and B2 levels can be consulted at the following link: <http://www.unhcr.org/56fd20596.html>

#### **Former International Professional Roster (IPR) candidates**

#### **7. It has been announced that with the implementation of the EHP the IPR will be closed. I was on the IPR. What happens to me now?**

Since 2004, the International Professional Roster (IPR) has been a valuable source of entry-level talent to the organization. With the introduction of the new recruitment and conversion initiatives, the IPR was closed. Former IPR candidates will need to apply and compete like any other applicant.

#### **Orientation Programme**

#### **8. What exactly is involved in the one week onboarding/orientation programme?**

During the one week long orientation programme, cohort members will be provided an overview of UNHCR, its vision, values, mandate and its operational work. In addition, cohort members will be given specific functional training in their areas of expertise. During the first six-months in the EHP, cohort members will also conduct self-study components, participate in topical webinars; undergo coaching and also be assigned a mentor.

#### **Job security and future postings**

#### **9. Will the EHP be a one-time exercise?**

No, UNHCR intends to conduct the EHP on a yearly basis.

**10. How many new staff does UNHCR want to recruit through the EHP every year?**

This will depend on UNHCR staffing requirements at the P2 level. Our projection is that UNHCR will recruit between 30-50 EHP candidates per year.

**11. Will all those who pass the tests, be kept on a roster?**

No, there will be no roster. Interested candidates will have to re-apply each time the EHP program is announced.

**12. Where can I find more information?**

For more details on the programme please check the EHP website: <http://www.unhcr.org/ehp>