

**UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES**  
**UNOPS VACANCY NOTICE**

Title of Position: RSD Expert  
Position Number: The Office of the United Nations Office for Project Services (UNOPS)  
Category & Level: International UNOPS, I-ICA 2  
Location: Ankara  
Effective date: As soon as possible  
Duration: Initially until 31 December 2018(Renewable subject to funding)  
Closing Date: **27 June 2018**

**PREAMBLE**

The international obligations of Turkey and its national legislative framework on asylum have shaped the form of the current collaboration with UNHCR. During the last 56 years, UNHCR and Turkey have been working together in close partnership. Turkey has provided the asylum space for persons seeking refuge, and UNHCR has assisted Turkey to determine who is in need of international protection and to enable access to rights by these persons. As the main partner of the Turkish State in the field of international protection, UNHCR Turkey continues to provide legislative and technical support as well as institutional capacity building support to the Directorate General of Migration Management (DGMM) and other national institutions. UNHCR also provides support to various line ministries as well as to municipalities and provincial authorities. Activities include the provision of high education support, support to livelihoods and employment as well as winterization assistance through cash-based initiatives for vulnerable refugees.

As regard Syrian nationals who are hosted in Turkey under a Temporary Protection (TP) framework for Syrian nationals, refugees and stateless, UNHCR's work is to support the authorities through the provision of technical assistance and strong public advocacy for enhanced responsibility sharing.

UNHCR in Turkey also registers asylum-seekers, conducts RSD under the Mandate of the High Commissioner for all non-Europeans (with the exception of Syrians), intervenes to strengthen the protection environment and access to social support mechanisms, and endeavors to find durable solutions for the most vulnerable amongst those who are recognized as refugees provided they meet the criteria of the resettlement countries.

UNHCR in Turkey operates through a branch office in Ankara, with field offices in Gaziantep, Istanbul and Van, as well as field units.

To find our more information about UNHCR, please visit our [website](#).

**ORGANIZATIONAL CONTEXT**

Due to the geographical limitation to the 1951 Refugee Convention maintained by the Government of Turkey, UNHCR assumes a direct and resource-intensive operational role in Turkey. UNHCR evaluates and seeks to address the protection needs of all non-European asylum-seekers, intervenes with the Turkish authorities to ensure that asylum-seekers are not detained or subjected to refoulement, and have access to the national procedure for 'temporary asylum'. For those who are found to be in need of international protection, UNHCR pursues durable solutions and in particular resettlement.

Over 360,000 refugees and asylum seekers from countries other than Syria have been registered by the office so far in addition to support provided to the Government of Turkey in the delivery of temporary protection and assistance to one million Syrians. The present context presents UNHCR Turkey the unique opportunity to support the Government of Turkey in the establishment of systems and procedures to ensure delivery of international protection to refugees in an effective manner. The political environment is highly sensitive and it is expected that the number of new arrivals will

continue to increase. Maintaining the asylum space and ensuring access to asylum procedures by UNHCR will go a long way in supporting this process.

The RSD operation in Turkey is large and complex, with asylum-seekers from over 70 nationalities. A significant percentage of the caseload has complex inclusion and credibility issues, as well as exclusion triggers or cancellation concerns. These cases take more time to process and review. The situation in Syria has resulted in more Iraqis with exclusion triggers (Category I and II) moving from Syria to Turkey, where the Office is now called upon to initiate cancellation procedures and exclusion assessments. A proportion of the Afghan, Iranian and Central Asian caseloads also have exclusion triggers.

The number of asylum seekers with vulnerabilities and special needs has also risen proportionately, making prioritization of these persons a challenge. The Office will continue to expedite the decisions of persons with special needs, and additional support for reviewing such cases is currently needed.

With this project, UNHCR is pursuing an overall objective to improve the protection space for asylum-seekers and refugees in Turkey by reducing the delay in the processing of asylum applications, particularly of persons with special needs. Expedited processing will also reduce the suffering of the refugees who are forced to reside in designated cities with very limited freedom of movement and no access to livelihoods.

### **FUNCTIONAL STATEMENT**

The purpose of the assignment is to strengthen the RSD Unit with expert support. The RSD expert will assist the RSD Unit to review the interviews and assessments of the eligibility team.

### **Responsibilities**

- Conducting training/capacity-building of both registration and RSD teams in all required areas, in particular, on country of origin information and credibility;
- Carrying out individual coaching and mentoring of legal caseworkers and the registration staff where necessary;
- Conducting reviews of legal assessments within a weekly target as determined by the senior RSD Officer;
- Conducting training/capacity-building of both registration and RSD teams in all required areas, in particular, on country of origin information and credibility;
- Carrying out individual coaching and mentoring of legal caseworkers and the registration staff where necessary;
- Conducting reviews of legal assessments within a weekly target as determined by the senior RSD Officer;
- Review first instance RSD assessments drafted by eligibility officers. The expert will be expected to review 30 first instance assessments per week.
- Ensure that the conduct of Refugee Status Determination (RSD) interviews in the first instance and appeal is in accordance with UNHCR's Procedural Standards for Refugee Status Determination(PS) and that RSD assessments are drafted in accordance with UNHCR standards.
- Provide feedback on first instance interviews and assessments to eligibility officers.
- When necessary, conduct research (on country of origin and legal issues), managing and improving the country of origin knowledge base, reporting on general trends in the relevant countries of origin and replying to queries on specific legal and protection issues, while referring to the supervisor or seeking advice on more complex issues,
- Generate weekly reports on the RSD activities carried out and submit them to the RSD supervisor,
- Performing other duties, as required.

### **ESSENTIAL MINIMUM QUALIFICATIONS, PROFESSIONAL EXPERIENCE AND REQUIRED COMPETENCIES**

- **Education**
  - Undergraduate degree in Law or Political Science or graduate degree in Law or a related field desirable

- **Job experience**
  - Minimum 3-6 years of previous relevant experience. (Advanced University degree and/or Master's degree may be considered towards work experience)
- Experience in case management
- Experience in capacity-building and training/coaching
- Experience in exclusion
- Excellent knowledge of International Refugee Law
- Excellent research and analytical skills
- Excellent drafting skills
- Fluency in English
- Experience working in UNHCR mandate RSD Operations
- Strong interpersonal skills and ability to work in a team
- Computer literacy
- ProGres experience desirable

#### **DESIRABLE QUALIFICATIONS & COMPETENCIES**

- Completion of the UNHCR Learning programmes or specific training relevant to functions of the position
- Knowledge of UNHCR specific programmes (MSRP, Focus, etc.)
- Prior exposure to UNHCR refugee operations and functions relating to office administration and programme activities

#### **SUBMISSION OF APPLICATIONS**

If you wish to be considered for this vacancy, please submit your [Personal History Form \(P11\)](#) and its [supplementary pages](#), motivation letter and CV by e-mail with "Your LAST name – RSD Expert – Ankara (IICA - UNOPS)" in the subject line to: [TURANREC@unhcr.org](mailto:TURANREC@unhcr.org) by **27 June 2018**.

Shortlisted candidates may be required to sit for a written test. Only short-listed candidates will be notified. No late applications will be accepted.

UNHCR/UNOPS does not charge a fee at any stage of the recruitment process (application, interview meeting, processing, training or any other fees).

#### **REMUNERATION**

A competitive compensation and benefits package is offered. International UNOPS net monthly salaries are between USD 6,080.00 and USD 6,827.00 depending on experience. Please visit [UNOPS portal](#) to find out more about the organization and remuneration package.