



EXTERNAL VACANCY ANNOUNCEMENT NO: 19/HCR/KGL/VN/067

Title of Post: **Livelihood and Economic Inclusion Associate**
Post Number: TA
Category and Level: G6
Duty Station: Nyamata, Rwanda
Duration of assignment: Initially up to December 2019
Entry on Duty: Immediate
Closing date of application: **22 October 2019**

ORGANIZATIONAL SETTING AND WORK RELATIONSHIPS

The Livelihood and Economic Inclusion Associate will work under the direct supervision of the Head of Office. The incumbent will support in operationalizing the strategic vision to align livelihoods and economic inclusion efforts with the Global Compact on Refugees (GCR), which underscores the need to mobilize additional actors and to adopt a whole-of-society approach to strengthen refugee self-reliance and help ease pressure on host countries.

The Livelihood and Economic Inclusion Associate will collaborate closely with UNHCR livelihoods partners, government agencies, private sector and financial service providers as well as other relevant stakeholders to enhance the economic inclusion and improve self-reliance of both persons of concern (PoC) and host community members. The incumbent will also be expected to deliberately explore opportunities of collaboration with other UNHCR cross cutting areas such as protection, education, cash, partnerships, research and analytics, SGBV, solutions, complementary pathways and more. To document good practices, results and to generate knowledge, the Livelihood and Economic Inclusion Associate will work closely with the supervisor to build on UNHCR databases and support regular information sharing and coordination among different humanitarian, developmental and governmental stakeholders. S/he will assist to mobilize refugees of different age, gender and background and to ensure that all stakeholders well understand the potential of economic inclusion of refugees and host community members, and to help communicate opportunities to PoC.

All UNHCR staff members are accountable to perform their duties as reflected in their job description. They do so within their delegated authorities, in line with the regulatory framework of UNHCR which includes the UN Charter, UN Staff Regulations and Rules, UNHCR Policies and Administrative Instructions as well as relevant accountability frameworks. In addition, staff members are required to discharge their responsibilities in a manner consistent with the core, functional, cross-functional and managerial competencies and UNHCR's core values of professionalism, integrity and respect for diversity.

DUTIES

- Explore partnerships with relevant stakeholders to enhance economic inclusion of UNHCR PoC. This includes working with economic development agencies to adapt their programmes to become inclusive of UNHCR PoC, working with the private sector to enhance inclusion of UNHCR PoC in their labour force and supply chains, working with financial service providers to enhance financial inclusion, and working with public and private sector service providers to include UNHCR PoC in supporting services (business development, micro-finance, training, saving accounts, poverty alleviation and social protection, etc.).
- Work with the multi-functional team, more specifically with the Protection Unit, to collect information about the legal framework for the right to work and rights at work.
- Support the implementation of socioeconomic and wealth ranking surveys to inform targeting, monitoring and facilitation of engagement of development programmes.
- Participate in necessary assessments in collaboration with relevant private and public stakeholders, including impact assessments on local economies and surveys that help to inform interventions and identify investment and funding opportunities that enhance the economic inclusion of UNHCR PoC.
- In case UNHCR is implementing specific livelihoods activities, work closely with and provide technical assistance on livelihoods interventions to help ensure they are market-based, and that the role of UNHCR has been strategically determined in consideration of its comparative advantage vis-à-vis other partners.

- Liaise with partners and authorities on livelihoods related issues under the technical guidance of the supervisor.
- Prepare field reports and other relevant reports relating to livelihoods and make recommendations for interventions that enhance refugee economic inclusion to the designated officer.
- Perform other related duties as required.

MINIMUM QUALIFICATIONS

Education & Professional Work Experience

Years of Experience / Degree Level

- 6 years relevant experience with High school diploma

Certificates and/or Licenses

- Management,
- Economics,
- Financial Management,
- Agriculture

Relevant Job Experience

Essential:

Experience in facilitating the economic inclusion of vulnerable and marginalized groups in collaboration with internal and external stakeholders, ideally in varied field contexts. Experience in working in partnership with private sector, NGOs, UN organisations, and government authorities in sub-sectors relevant to livelihood programming e.g. microfinance, employment, entrepreneurship, private sector development, local economic development, poverty reduction, agriculture, livestock, vocational and technical education and training, etc.

Desirable:

Prior exposure to UNHCR refugee operations and functions relating to office administration and programme activities. Knowledge about latest development in the livelihoods sector, including broader UN processes on the SDGs and the Global Compact on Refugees. Completion of UNHCR learning programmes or specific training relevant to functions of the position.

Functional Skills

- EX-Experience with Inter/Non-Governmental Organization (INGO/NGO)
- LV-Livelihoods & sub-sectors (value-chain upgrading, microfinance, cash assistance, etc.)
- EX-Field experience

Language Requirements

- Knowledge of English, French and local language.

COMPETENCY REQUIREMENTS

Core Competencies:

Accountability
 Communication
 Organizational Awareness
 Teamwork & Collaboration
 Commitment to Continuous Learning
 Client & Result Orientation

Managerial Competencies:

Empowering and Building Trust

Cross-Functional Competencies:

Analytical Thinking
 Planning and Organizing
 Stakeholder Management

SUBMISSIONS OF APPLICATIONS

If you wish to be considered for this vacancy, please submit your application on <http://rwanda.unhcr.io> by **22 October 2019**.

Shortlisted candidates may be required to sit for a test. Only shortlisted candidates will be notified. No late applications will be accepted.

UNHCR is committed to diversity and welcomes applications from qualified candidates regardless of disability, gender identity, marital or civil partnership status, race, color or ethnic and national origins, religion or belief, or sexual orientation.

UNHCR 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. For information on UN salaries, allowances and benefits, please visit the portal of the International Civil Service Commission at: <http://icsc.un.org>