

**United Nations High Commissioner for Refugees (UNHCR)
Representation in Thailand**

**Vacancy Announcement No. 29/2022
Internal/External Circulation**

Position Title: Durable Solutions Assistant	Post Level: UNOPS LICA-4 (Equivalent to GS-4)	Date Issued of the Vacancy Announcement: 9 September 2022
Post No.: -	Report To: Durable Solutions Officer	Closing Date of the Vacancy Announcement: 24 September 2022
Unit: Durable Solutions	Duty Station: Bangkok, Thailand	Contractual Status: Local Individual Contractor Agreement (UNOPS)

Availability of the Position

As soon as possible and until 31 December 2022 (extendable subject to availability of funds and satisfactory performance).

Operational Context

Thailand is not a party to the 1951 Convention Relating to the Status of Refugees and currently has no national legal framework for refugee protection. Refugees, asylum-seekers and other persons of concern without appropriate legal status and visas do not have a right to work or move freely, and are at constant risk of arrest, indefinite detention, and deportation. There remains an expectation for UNHCR to seek durable solutions outside of Thailand for refugees in urban areas, the border camps, as well as Rohingya who have been intercepted in the territory. UNHCR has, however, stepped up its advocacy for other solutions in country, in light of commitments made by Thailand, the global drop in opportunities for resettlement and complementary pathways, and the fact that most refugees in Thailand are still unable to voluntarily repatriate to their countries of origin.

In conjunction with these efforts, UNHCR continues to pursue third country resettlement and support access to complementary pathways (including family reunification) to provide legal and physical protection to those identified as having compounded vulnerabilities and/or pressing protection needs, which is determined on a case-by-case basis. Further, resettlement is being used strategically to support efforts to expand protection space for refugees in both urban and camp settings in Thailand. As regards to other countries covered by the Multi-Country Office Thailand (Cambodia, Laos, and Vietnam), the Durable Solutions team is occasionally called on to seek urgent durable solutions in third countries for cases in Laos and Vietnam, where there is no asylum space. Cambodia is a 1951 signatory State with its own asylum system.

The Durable Solutions Assistant will be based at UNHCR Multi-Country Office (MCO) in Bangkok, but will spend several days per week working in Bangkok's Immigration Detention Centres. The incumbent will provide functional and admirative support for resettlement, private sponsorship and voluntary repatriation activities carried out by the Durable Solutions Unit in

close coordination with UNHCR colleagues in Bangkok and Field Offices, as well as international organisations and embassies.

Experience in working with refugees and/or in related field would be an advantage. Experience working in detention centres or similar operating environments would be an advantage. The position is within the Durable Solutions Unit and falls under the direct supervision of the Durable Solutions Officer.

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

- Closely coordinate with Immigration authorities for departure of Persons of Concern for resettlement, private sponsorship, and voluntary repatriation, including liaise and follow up with Immigration authorities for timely authorization of exit permits for departures.
- Provide departure counselling to asylum-seekers and refugees in urban areas and in Immigration Detention Centres.
- Process documentation to ensure that Persons of Concern receive the documents required for their durable solutions in a timely manner.
- Facilitate and monitor resettlement departure process for border and urban refugees as well as Rohingya population.
- Prepare statistical and ad-hoc reports to ensure accurate information on departures is available and shared with relevant offices and partners.
- Assist in updating the electronic database for resettlement, complementary pathways, and voluntary repatriation database, in line with Standard Operating Procedures.
- Perform other related duties as required.

Qualifications and Required Competencies

- 1 year relevant experience with High School Diploma; or Bachelor or equivalent or higher
- Computer skills (MS office, including Excel, Word, PowerPoint).
- Fluency in spoken and written English and Thai. Knowledge of other UN language is desirable.
- Good Analytical thinking , planning , organizing and communications skill.

Submission of Applications:

Please submit your Motivation Letter, duly signed P.11 form, Curriculum Vitae and a copy of official ID card/national passport clearly stating the position title, vacancy notice number and your Last Name in the subject line to: THABAHR@unhcr.org by the closing date.

Applications will not be acknowledged. Only the successful candidate will be notified of the outcome of the selection process.

According to UNHCR Administrative Instruction on COVID-19 Vaccination and related Safety Measures, candidate(s) selected for the position will be requested to provide proof of COVID vaccination during the medical clearance process. Failure to provide an acceptable proof of COVID vaccination may disqualify the candidate from being appointed to the position.

P.11 form can be downloaded from:

https://www.unhcr.or.th/sites/default/files/u11/P11_UNHCR.docm and
https://www.unhcr.or.th/sites/default/files/u11/P11SUP_UNHCR.docm

No late applications will be accepted. Only shortlisted candidates will be contacted. Shortlisted candidates may be required to sit for a written test and/or oral interview. UNHCR does not charge a fee at any stage of the recruitment process (application, interview, processing, or any other fees).

UNHCR strongly encourages qualified female applicants for this position. UNHCR seeks to ensure that male and female employees are given equal career opportunities. UNHCR is committed to achieving workforce diversity in terms of gender, nationality and culture. All applications will be treated with the strictest confidentiality.

All UNHCR workforce members must individually and collectively, contribute towards a working environment where each person feels safe, and empowered to perform their duties. This includes by demonstrating no tolerance for sexual exploitation and abuse, harassment including sexual harassment, sexism, gender inequality, discrimination, and abuse of power.

As individuals and as managers, all must be proactive in preventing and responding to inappropriate conduct, support ongoing dialogue on these matters and speaking up and seeking guidance and support from relevant UNHCR resources when these issues arise.

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