



Vacancy Notice: 2019/HRU/010
Internal & External

The Representation of the United Nations High Commissioner for Refugees (UNHCR) in Greece invites qualified candidates to apply for the following vacancy:

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| Position Title and Grade: Senior Protection Assistant, LICA-5 | Duty Station: Thessaloniki – Greece |
| Contract Type: UNOPS | Duration: until 30 September 2019 |
| Position Number: UNOPS | Deadline: 03 April 2019 |

Operational Context:

There are over 60,000 asylum-seekers and refugees currently hosted in Greece who arrived and remained since the 2015 – 2016 humanitarian emergency. In 2018, more than 30,000 people arrived by sea, and some 15,000 over land, the majority from Syria, Iraq and Afghanistan. UNHCR supports the Government who coordinates the refugee and migrant response in the development of policy, capacity building and targeted interventions in the areas of reception, asylum procedures, and for finding solutions. The situation has improved in the mainland since 2015. There, people are hosted in approximately 26 Government-run sites (camp-like and buildings), as well as in rented housing provided by UNHCR through municipalities and NGOs for some 27,000 asylum-seekers and refugees. Additionally, UNHCR delivers a cash assistance programme, which has benefited nearly 100,000 (some 96,000 at the end of Nov. 2018). The situation remains challenging on the islands where there is not enough capacity to accommodate the 14,500 people who have arrived recently, or are awaiting for the completion of their asylum procedures. UNHCR is, in response, supporting the Government transfer of those authorized to move to the mainland to continue procedures, along with other types of support. In 2019, UNHCR will continue to implement the cash assistance and accommodation programmes, and will continue to support the Government in policy development, capacity building and targeted interventions in the areas of reception, asylum procedures and solutions.

Purpose and Scope of Assignment:

UNHCR systematically monitors the protection situation of its persons of concern in Greece and overall trends through the collection and analysis of information and the assessment of protection needs (by location, nationality, age and gender). Information will be used to inform advocacy with donors and authorities as well as to fine tune the most appropriate responses and search for solutions. UNHCR will also facilitate outreach to individual cases in need of referral to specialized protection services as well as it will enhance communication and dialogue with persons of concern.

The Senior Protection Assistant is the main focal point for the collection of information related to border procedures, access to the territory and asylum as well as public services. The incumbent, as member of the local protection team, will also become involved in standard protection duties such as provision of assistance, monitoring of first line reception procedures, identification of individuals with vulnerabilities and advocacy for unhindered access to services. The Senior Protection Assistant will also facilitate the involvement of persons of concern 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



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incumbent will need to build and maintain effective interfaces with communities of concern, local authorities and protection and assistance partners. The incumbent will ensure that the protection of populations of concern is met through the application of International and National Law, relevant UN/UNHCR protection standards and IASC principles and that protection activities are guided by the UNHCR country protection strategy. The incumbent will also ensure that the participation of persons of concern is facilitated through supporting participatory, rights and community based approaches.

More specifically the contractor shall perform the following duties:

- Monitoring the protection conditions of persons of concern in open reception facilities, detention and in the urban context
- Conducting protection interviews at individual level, using relevant UNHCR tools and methodologies.
- Facilitating referrals of individual cases in need of specialized protection services.
- Consistently applying International and National Law and applicable UN/UNHCR and IASC policy, standards and codes of conduct.
- Observing and respecting protection related Standard Operating Procedures (SOPs).
- Providing functional and administrative support in all protection related AGD based programming with implementing and operational partners.
- Providing functional and administrative support to partners in implementing participatory approaches, needs assessments, monitoring, reporting and case management.
- Assisting in drafting reports, routine correspondence, updating relevant databases and compiling statistics for the protection unit/section.
- Facilitating the provision of information to persons of concern and communication with communities, and responding directly to routine queries by persons of concern and partners on UNHCR's services.
- Participating in the on-going enrolment and updating of information of persons of concern in UNHCR's database (proGres v4).
- Identifying vulnerable persons and ensure their referral to specialized protection services.
- Performing any other duty as requested.

Monitoring and Progress Controls

The Contractor may have to submit a final report, outlining the main duties and activities performed under this assignment, as well as actual achievements, using objectively verifiable indicators and means of verification. Information should also include risks and challenges, as well as lesson learned during the reporting period and an analytical assessment of any problematic areas which may require new or different approaches, etc. The format of the report will be provided by UNHCR.

HR Unit will provide the official form to control the timesheet

Essential Minimum Qualification & Professional Experience Required:

- Completion of Secondary Education with post-secondary training/certificate preferably in Law, International Law, International Relations, Social Sciences, Political Sciences or related field. Additional training courses in protection related issues in particular in connection to refugee protection is an asset.
- Minimum 4 years professional experience relevant to the function.
- Excellent knowledge of Greek and English is essential and good working knowledge of another UN language is desirable.
- Good computer skills.

(Non-EU applicants can apply provided they have the required documents to work in Greece).



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Required Competencies:

- Empowering and Building Trust
- Managing Resources
- Analytical Thinking
- Political Awareness
- Stakeholder Management
- Ability to work in a team and in a multi-cultural environment

Desirable Qualifications & Competencies:

- Completed Protection Learning Programme
- Completed trainings in Child Protection and SGBV
- Knowledge of ProGres V4 database

Submission of Applications:

- Interested applicants should apply through the link <http://www.unhcr.org/gr-jobs/> provided herein, attaching **the UN Personal History Form** in PDF Format with a Motivation Letter in English explaining their interest in the position.
- Shortlisted candidates might be required to sit for a written test and will have to undergo an oral interview.
- No late applications will be accepted.
- Only short-listed applicants will be contacted.

Kindly note that only electronic applications submitted through the website mentioned above will be considered.

UNHCR is an equal opportunity employer and does not charge a fee at any stage of the recruitment process (application, interview meeting, processing, training or any other fees).