



## UNHCR REPRESENTATION IN SRI LANKA INTERNAL/EXTERNAL VACANCY NOTICE

Title	- Protection Associate
Duty Station	- Colombo
Grade	- UN Salary Scale – G6
Position No	- 10006493
Type of Contract	- Fixed-Term ( <i>Initial contract for one year</i> )
Effective Date	- 1 January 2018

**FUNCTIONAL STATEMENT:** The Protection Associate is a member of the Protection team at UNHCR Colombo and will report to the Assistant Protection Officer while working closely with other members of the team, such as registration, RSD and resettlement colleagues. Protection Associate will also work closely with UNHCR partners, in support of to the functioning of the two Refugee Centres (Negombo and Colombo), and will liaise with the Government and other relevant service providers, such as those providing educational and health/medical services/facilities to asylum seekers and refugees, and all other stakeholders in promoting protection and solutions for the urban based refugees in Sri Lanka. The Protection Associate will work directly with communities of concern to identify risks they face and to leverage their capacities to protect themselves, their families and communities. As such the Protection Associate is required to spend substantial proportion of her/his time working at field level, building and maintaining networks with communities of persons of concern and those concerned with their protection and well-being. She/he will support the office in update and delivery of the community-based protection strategy and will support overall UNHCR programme planning, implementation and monitoring on behalf of urban based refugees and asylum seekers.

In accordance with the above she/he under the direct supervision of the Associate Protection Officer, Colombo, will perform the following duties/responsibilities;

### ACCOUNTABILITY;

- The protection of populations of concern is met through the application of International and National Law, relevant UN/UNHCR protection standards and IASC principles.
- Protection activities are guided by the UNHCR country protection strategy.
- The participation of persons of concern is facilitated through continuous assessment and evaluation using participatory, rights and community based approaches.
- Protection incidents are immediately identified and reported.

### RESPONSIBILITIES;

- Stay abreast of political, social, economic and cultural developments that have an impact on the protection environment.
- Consistently apply International and National Law and applicable UN/UNHCR and IASC policy, standards and codes of conduct.
- Assist in providing comments on existing and draft legislation related to persons of concern.
- Provide advice on protection issues to persons of concern; liaise with competent authorities to ensure the issuance of personal and other relevant documentation.
- Assist in conducting eligibility and status determination for persons of concern.
- Contribute to measures to identify, prevent and reduce statelessness.
- Contribute to a country-level child protection plan as part of the protection strategy.
- Contribute to a country-level education plan as part of the protection strategy.
- Monitor Standard Operating Procedures (SOPs) for all protection/solutions activities.
- Manage individual protection cases including those on SGBV and child protection. Monitor, and intervene in cases of refoulement, expulsion and other protection incidents and follow up on particular individual cases with other relevant units/members of UNHCR team and/or external actors as required (e.g. BID, detention cases, vulnerable protection cases, etc.).

- Assist in identifying durable solutions for the largest possible number of persons of concern through voluntary repatriation, local integration and where appropriate, resettlement.
- Contribute to the design, implementation and evaluation of protection related AGD based programming with implementing and operational partners.
- Contribute to effective information management through the provision of disaggregated data on populations of concern and their problems.
- Participate in initiatives to capacitate authorities, relevant institutions and NGOs to strengthen national protection related legislation and procedures.
- Liaise with partners and support the coordination of partners, religious charities and individuals committed to refugee protection (e.g. Refugee Advocates Group).
- Support the work of two Refugee Centres in Negombo and Colombo by supporting the adoption of community based-owned programmes and activities.

#### **AUTHORITY;**

- Prioritize persons of concern for interview, counselling and propose protection support for individual cases.
- Enforce compliance of local implementing partners with global protection policies and standards of professional integrity in the delivery of protection services.
- Enforce compliance with, and integrity of, all protection standard operating procedures.
- Submit individual payments request for persons of concern for approval.

#### **REQUIRED COMPETENCIES;**

- Judgement and Decision Making
- Analytical Thinking
- Political Awareness
- Stakeholder Management

#### **ESSENTIAL MINIMUM QUALIFICATIONS AND PROFESSIONAL EXPERIENCE REQUIRED;**

- Education: Completion of secondary school. Additional certificate/training in International Law, Political Science or related field is required.
- Job experience: Relevant to the function: 6 years.
- Fluency in English and working knowledge of local language/s.

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

- Good computer skills.
- Completed Protection Learning Programme.
- Knowledge of MSRP and ProGres 4 data tool.

Interested candidates are invited to fill in the Personal History form which can be obtained from the link <http://unhcr.lk/vacancies/>. Completed Personal History forms are to be submitted by 20 November 2017 at 4.30 p.m. with a motivation letter to [lkacohr@unhcr.org](mailto:lkacohr@unhcr.org) with a subject line “**Protection Associate, Colombo**”, addressed to the Administrative/Finance Officer, UNHCR, 97, Rosmead Place, Colombo – 7. *No late applications will be accepted.*

**Only candidates short-listed for tests/interviews will be contacted.**