

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

CAFR000822--Associate Protection Officer

The United Nations Volunteers (UNV) programme is the UN organization that promotes volunteerism to support peace and development worldwide. Volunteerism can transform the pace and nature of development and it benefits both society at large and the individual volunteer. UNV contributes to peace and development by advocating for volunteerism globally, encouraging partners to integrate volunteerism into development programming, and mobilizing volunteers. In most cultures volunteerism is deeply embedded in long-established, ancient traditions of sharing and support within the communities. In this context, UN Volunteers take part in various forms of volunteerism and play a role in development and peace together with co-workers, host agencies and local communities. In all assignments, UN Volunteers promote volunteerism through their action and conduct. Engaging in volunteer activity can effectively and positively enrich their understanding of local and social realities, as well as create a bridge between themselves and the people in their host community. This will make the time they spend as UN Volunteers even more rewarding and productive.

General Information

Country of Assignment	Central African Republic
Host Institute	UN High Commissioner for Refugees
Volunteer Category	International Specialist
Number of Volunteer	1
Duration	12 months
Expected Starting Date	Immediate
Duty Station	Bouar [CAF]
Assignment Place	Non-Family Duty station

Assignment Place Remark

- Integrity and professionalism: demonstrated expertise in area of specialty and ability to apply good judgment; high degree of autonomy, personal initiative and ability to take ownership; willingness to accept wide responsibilities and ability to work independently under established procedures in a politically sensitive environment, while exercising discretion, impartiality and neutrality; ability to manage information objectively, accurately and confidentially; responsive and client-oriented.
- Accountability: mature and responsible; ability to operate in compliance with organizational rules and regulations.
- Commitment to continuous learning: initiative and willingness to learn new skills and stay abreast of new developments in area of expertise; ability to adapt to changes in work environment.
- Planning and organizing: effective organizational and problem-solving skills and ability to manage a large volume of work in an efficient and timely manner; ability to establish priorities and to plan, coordinate and monitor (own) work; ability to work under pressure, with conflicting deadlines, and to handle multiple concurrent projects/activities.
- Teamwork and respect for diversity: ability to operate effectively across organizational boundaries; ability to establish and maintain effective partnerships and harmonious working

relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity and gender;

- Communication: proven interpersonal skills; good spoken and written communication skills, including ability to prepare clear and

concise reports; ability to conduct presentations, articulate options and positions concisely; ability to make and defend recommendations; ability to communicate and empathize with staff (including national staff), military personnel, volunteers, counterparts and local interlocutors coming from very diverse backgrounds; ability to maintain composure and remain helpful towards the staff, but objective, without showing personal interest; capacity to transfer information and knowledge to a wide range of different target groups;

- Flexibility, adaptability, and ability and willingness to operate independently in austere, remote and potentially hazardous environments for protracted periods, involving physical hardship and little comfort, and including possible extensive travel within the area of operations; willingness to transfer to other duty stations within area of operations as may be necessary;
- Genuine commitment towards the principles of voluntary engagement, which includes solidarity, compassion, reciprocity and self-reliance; and commitment towards the UN core values.

Living Conditions

Bouar is located at 455 km from Bangui in the Nana Mambere Prefecture (Western Region of CAR). It is served by roadways, but it is preferable to join it by plane. The road from Bangui to Baoro have pavement often degraded, the last 60 km from Baoro to Bouar has been recently improved. Travel frequency is of twice per week with UNHAS on Tuesday and Friday. Bouar has two main seasons: a dry season that lasts five months (November to March) and a rainy season that also lasts eight months (March-October). There are no hotel facilities authorized in Bouar, there is one Guest House within WFP Compound where some rooms are available on a monthly recovery cost basis and MINUSCA also enables accommodation for UNHCR staff on cost recovery basis. Private houses to rent under the SRM remain a challenge in Bouar. There is no supermarket in the town while a few shops are available on the local market. International staff mostly supply goods from Bangui or via the monthly welfare mission in Garoua-Boulaï (Border town in Cameroon 150 km away from Bouar).

In terms of medical facilities there is a Prefecture Hospital in Bouar alongside several small health centers, but it is worth mentioning that generally both the hospital and health centers lack adequate facilities. UN staff mostly go to MINUSCA Level 1+ hospital held by the BANBAT (Bangladesh Battalion) or the Hospital managed by The Cameroon Contingent.

Telephone: Orange and Telecel and Moov operate in Bouar however it is common that coverage is lost especially during the weekends.

Security considerations: Despite the precarious security situation in many parts of Central-African Republic, Bouar used to be a town pretty secure with the presence of international forces. However, during the last electoral process in December 2020, the town was taken over by rebel groups under the CPC alliance notably anti-balakas and 3R group, leading to the relocation of UN non-essential staffs and dependents. Fortunately, in February 2021, loyalist troops (FACA, Rwandese and Russian) managed to retake control of the town and improve the security situation

Furthermore, insecurity in hotspots, fueled by armed group activities, transhumance-related tensions, and inter-communal violence, continues to put local communities at risk and to challenge the delivery of humanitarian services. The proximity of operating areas to the hotspots means that UNHCR must operate in an environment where violence and associated security risks are a regular occurrence. Parts of the working areas are subject to UN-security restrictions, which allows for critical missions only. Tensions and clashes in and around these areas often disrupt UNHCR operations. The primary security threats are criminality, civil unrest and the activity of some armed groups particularly in its western part of the area near the border with Cameroon. However, the security situation in Bouar and around are relatively calm but unpredictable. Tropical diseases and road traffic accidents which often orchestrate mob v Important consideration during COVID-19 pandemic:

As we continue to deliver services to the beneficiaries amidst COVID-19 pandemic, the later can present a heightened risk to people over the age of 65 and to those with pre-existing medical conditions, some of which are listed below, and candidates are strongly encouraged to consider them before applying to this IUNV Assignment in Central African Republic, where medical facilities are very poor in general, and the need for physical presence at the duty station for this assignment:

- Poorly controlled diabetes (Hb1AC above 7%); A history of cardiac failure;
- Unstable angina or a myocardial infarction in the past 6 months;
- Chronic obstructive lung disorder or asthma requiring daily use of inhaler;
- Ongoing chemotherapy, radiotherapy or immunotherapy for cancer treatment;
- Long-term treatment with immunosuppressive drugs;

Dialysis patients; any type of organ transplant; HIV with detectable viral load and CD4 count under 500; Pregnancies

Assignment Details

Assignment Title Associate Protection Officer

Organizational Context & Project Description

The Office of the UNHCR was established on 14 December 1950 by the UN General Assembly. The agency is mandated to lead and co-ordinate international action to protect refugees and resolve refugee problems worldwide. Its primary purpose is to safeguard the rights and well-being of refugees. It strives to ensure that everyone can exercise the right to seek asylum and find safe refuge in another State, with the option to return home voluntarily, integrate locally or to resettle in a third country (www.unhcr.org).

Sustainable Development Goals 16. Peace, Justice and Strong Institutions

Task description

- Through relationships with persons of concern, authorities and network of partners stay abreast of political, social, economic and cultural developments that have an impact on the protection environment and provide advice to senior management.
- Ensure that the perspectives, capacities, needs and resources of the persons of concerns are reflected in the protection strategy, planning processes and operations plan addressing the specific protection needs of women and men, children, youth and older persons, persons with disabilities, minority groups such as sexual minorities and persons living with HIV/AIDS;
- Utilize the IDPs footprint during the planning process;
- Coordinate the promotion of international refugee law principles and standards and also IDP legislation or policies ensuring that all sectors and clusters fulfill their responsibilities mainstreaming protection;
- Coordinate the implementation and monitoring of programmes ensuring that identified protection needs, including an Age, Gender and Diversity (AGD) approach, are adequately addressed;
- Provide policy guidance and operational support to UNHCR and partners on all protection related issues;
- Provide legal advice and guidance on protection issues to internal and external interlocutors; ensure legal assistance is accessible to persons of concern; liaise with competent authorities to ensure the issuance of personal and other relevant documents to persons of concern (civil documentation, in particular birth certificates);
- Monitor, and assist with the intervention in cases of refoulement, expulsion and other protection incidents through working relations with governments and other partners;
- Assist in the coordinated implementation and oversight of Standard Operating Procedures (SOPs) for all protection/solutions activities;
- Ensure that durable solutions through voluntary repatriation, local integration and where appropriate, resettlement are sought and provided to the largest possible number of persons of concern;
- Ensure through direct action and advocacy with more senior protection staff that the necessary resources are allocated to enable protection activities to identify and address protection and assistance gaps;
- Support a consultative process with government counterparts at local levels, partners and persons of concern to develop and implement integrated strategies that address the key protection priorities, including, for example, child protection, education and SGBV, and solutions approaches;
- Promote confidence building and conflict resolution among populations of concern, authorities and host communities;
- Maintain protection presence through regular field missions and reports, making direct contact with persons of concern, host communities, local authorities and partners. In operations applying the humanitarian cluster system, contribute to ensuring that the response of the Protection Cluster is grounded in an AGD-compliant strategy which covers all assessed and prioritized protection needs of the affected populations;
- Contribute to the Protection team's information management component which: provide disaggregated data on populations of concern and their problems; researches, collects and disseminates relevant protection information and good practices to enhance protection delivery and provide technical advice if necessary;
- Ensure participatory, community-based protection and AGD approaches are included in, strategies and plans in the country operation;
- Support persons of concern to develop structures that enhance their participation and protection.

Furthermore, UN Volunteers are required to:- Strengthen their knowledge and understanding of the concept of volunteerism by reading relevant UNV and external publications and take active part in UNV activities (for instance in events that mark International Volunteer Day)- Be acquainted with and build on traditional and/or local forms of volunteerism in the host country- Provide annual and end of assignment reports on UN Volunteer actions, results and opportunities using UNV's Volunteer Reporting Application- Contribute articles/write-ups on field experiences and submit them for UNV publications/websites, newsletters, press releases, etc.- Assist with the UNV Buddy Programme for newly-arrived UN Volunteers- Promote or advise local groups in the use of online volunteering, or encourage relevant local individuals and organizations to use the UNV Online Volunteering service whenever technically possible.

Results/Expected Outputs

- Protection strategies are developed covering all different persons of concern;
 - Specific protection needs are identified and addressed;
 - International refugee law standards and principles are enacted and respected;
 - Legal advice and guidance on protection issues are provided;
 - Durable solutions are provided to the largest number of refugees and IDPs
 - Countries in the region maintain regular contacts;
 - The participation of persons of concern is assured through continuous assessment and evaluation using participatory, rights and community based approaches, which inform protection and assistance programming;
 - National protection capacities are improved through direct engagement, research and advocacy with all relevant external interlocutors;
 - Protection incidents and needs are immediately identified and addressed through direct intervention, advocacy and public exposure;
 - Coordination with partners and other humanitarian actors is effectively maintained;
- The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counter-parts, including Implementing Partners (IPs); • Age, Gender and Diversity (AGD) perspective is systematically applied, integrated and documented in all activities throughout the assignment • A final statement of achievements towards volunteerism for peace and development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed

Qualifications/Requirements

Required Degree Level Bachelor degree or equivalent

Education - Additional Comments

Type of Degree: University degree in Law, International Law, International Relations, Social Sciences, Political Sciences or related field.

Required experience 24 months

Experience Remark

- Minimum 2 years of experience with refugees and/or other people of concern in a protection capacity required.
- Field experience;
- Commitment to help persons of concern and willingness to cooperate with counterparts.

Desirable Qualifications and Skills:

- Knowledge of UN policies and procedures;
- Good analytical skills;
- Strong interpersonal and communication skills in a multi-cultural setting;
- Ability to live and work in the difficult and harsh conditions of developing countries is essential.

Computer skills: Office Package (excellent knowledge of Word, good knowledge of Excel and Power Point) and Internet browsing.

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Language

- English (Mandatory) , Level - Fluent

Area of Expertise

- Protection of refugees, asylum seekers and IDPs Mandatory
- Other emergency management experience Mandatory

Area of Expertise Requirement

- Minimum 2 years of experience with refugees and/or other people of concern in a protection capacity required.
- Field experience;

Commitment to help persons of concern and willingness to cooperate with counterparts

Need Driving Licence

Yes

Competencies & Values

- Accountability
- Adaptability and Flexibility
- Commitment to Continuous Learning
- Communication
- Integrity
- Planning and Organizing
- Professionalism
- Working in Teams

Conditions of Service and other information

Condition of Service

[Click here to view Conditions of Service](#)

Conditions of Service for International Specialist:

Note on novel coronavirus – COVID-19.

The rapidly changing nature of novel coronavirus COVID-19 has placed significant and increasing restrictions on the freedom of movement of people across the globe, within countries and across borders. Such restrictions make it very difficult for international UN Volunteers to begin their assignments at their assigned duty station and UNV cannot guarantee assignments will proceed as normal.

Candidates for international UN Volunteer assignments during this period may be exceptionally granted alternative working arrangements to work from their place of recruitment until restrictions are lifted. This is at the discretion of the host entity. Candidates proceeding to interview are recommended to discuss the likelihood of travel and possible alternative arrangements with the host entity. If selected, candidates should carefully consider the circumstances before accepting UNV's offer.

In cases where the UN Host Entity partner has requested the UN Volunteer to perform their assignment remotely, the Post Adjustment Multiplier (PAM) and related entitlements to be paid may be adjusted to the temporary duty station from where the UN Volunteer has been requested to work if requested by the UN Host Entity.

The contract lasts for the period indicated above with possibility of extensions subject to availability of funding, operational necessity and satisfactory performance. However, there is no expectation of renewal of the assignment.

A UN Volunteer receives a Volunteer Living Allowance (VLA) which is composed of the Monthly Living Allowance (MLA) and a Family Allowance (FA) for those with dependents (maximum three).

The Volunteer Living Allowance (VLA) is paid at the end of each month to cover housing, utilities, transportation, communications and other basic needs. The VLA can be computed by applying the Post-Adjustment Multiplier (PAM) to the VLA base rate of US\$ 1,682. The VLA base rate is a global rate across the world, while the PAM is duty station/country-specific and fluctuates on a monthly basis according to the cost of living. This method ensures that international UN Volunteers have comparable purchasing power at all duty stations irrespective of varying costs of living. The PAM is established by the International Civil Service Commission (ICSC) and is published at the beginning of every month on the ICSC website <http://icsc.un.org>.

For UN Volunteer entitlements, kindly refer to the link <https://vmam.unv.org/calculator/entitlements>

In non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, international UN Volunteers receive a Well-Being Differential (WBD) on a monthly basis.

Furthermore, UN Volunteers are provided a settling-in-grant (SIG) at the start of the assignment (if the volunteer did not reside in the duty station for at least 6 months prior to taking up the assignment) and in the event of a permanent reassignment to another duty station.

UNV provides life, health, permanent disability insurances as well as assignment travel, annual leave, full integration in the UN security framework (including residential security reimbursements).

UN Volunteers are paid Daily Subsistence Allowance at the UN rate for official travels, flight tickets for periodic home visit and for the final repatriation travel (if applicable). Resettlement allowance is paid for satisfactory service at the end of the assignment.

UNV will provide, together with the offer of assignment, a copy of the Conditions of Service, including Code of conduct, to the successful candidate.

Supervision, induction and duty of care of UN Volunteers ([Roles and Responsibilities of Host Entity](#))

UN Volunteers should be provided equal duty of care as extended to all host entity personnel. Host entity support to the UN Volunteer includes, but is not limited to:

- Introductory briefings about the organisation and office-related context including security, emergency procedures, good cultural practice

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The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).

and orientation to the local environment;

- Support with arrival administration including setting-up of bank accounts, residence permit applications and completion of other official processes as required by the host government or host entity;

- Structured guidance, mentoring and coaching by a supervisor including a clear workplan and performance appraisal;

- Access to office space, equipment, IT support and any other systems and tools required to complete the objectives of the assignment including a host entity email address;

- Access to shared host entity corporate knowledge, training and learning;

- Inclusion of the volunteer in emergency procedures such as evacuations;

- Leave management;

- DSA for official travel, when applicable;

- All changes in the Description of Assignment occurring between recruitment and arrival or during the assignment need to be formalized with the United Nations Volunteer Programme;

- Investigate misconduct: sharing reports with the UNV;

- Provide emergency assistance, e.g. the death of volunteer or medical evacuation, in collaboration with UNV. Accept letters of guarantees or potential liabilities for covering medical costs not claimable under medical insurance in extraordinary situations (e.g. isolation facilities` services during pandemics).

Application Code CAFR000822-9873

Application procedure

* Not yet registered in the UNV Talent Pool?

Please first register your profile at <https://vmam.unv.org/candidate/signup>. Important: After creating your account, complete all sections of your profile and submit it. Then go to 'My Page' at <https://vmam.unv.org/candidate/mypage> and click on the 'Special Calls' hyperlink. Lastly, select the special call to which you would like to apply.

* Already registered in the UNV Talent Pool?

Please first update your profile at <https://vmam.unv.org/candidate/profile>. Then go to 'My Page' at <https://vmam.unv.org/candidate/mypage> and click on the 'Special Calls' hyperlink to select the special call to which you would like to apply.

Application deadline: 03-09-2021

doa.apply_url <https://vmam.unv.org/candidate/show-doa/Q0FGUjAwMDgyMg==>

Disclaimer

United Nations Volunteers is an equal opportunity programme which welcomes applications from qualified professionals. We are committed to achieving diversity in terms of gender, nationality and culture.