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.

<table>
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<tr>
<th>General Information</th>
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<tbody>
<tr>
<td><strong>Country of Assignment</strong></td>
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<td><strong>Host Institute</strong></td>
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<tr>
<td><strong>Volunteer Category</strong></td>
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<td><strong>Number of Volunteer</strong></td>
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<td><strong>Duration</strong></td>
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<td><strong>Expected Starting Date</strong></td>
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<td><strong>Duty Station</strong></td>
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<td><strong>Assignment Place</strong></td>
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**Living Conditions**

Puerto Barrios, Izabal is a C duty station. Puerto Barrios is located on Guatemala’s Atlantic coast and is 35 km from the Honduran border.

Common crime exists in several areas of the city and more complex dynamics linked to organized crime are recurrent in other areas of Izabal. Serious crime is common in peripheral areas of the city, while robbery and pickpocketing on the streets can occur in most areas, but can be avoided with basic prevention measures. The incumbent will need to keep abreast of situations that may create risks for UNHCR, its persons of concern and partners and adapt as appropriate. UNHCR will provide the incumbent with appropriate training and guidance for her/his safety.

Housing options for international personnel are limited, but may be found. Water supply is usually stable while electricity outages are very common, occurring at least once a week. UNHCR will support the incumbent in identifying appropriate accommodation. There is wide availability of restaurants, and a small number of supermarkets sell international products not available at smaller local stores.
Public and private hospitals are available, ensuring access to healthcare for most day-to-day needs. UNHCR provides additional coverage for other needs, including relocation to more advanced facilities in Guatemala City if needed.

Puerto Barrios is 6 hours from Guatemala City by car or bus and daily flights and car rental services are also available. Road infrastructure in Izabal is limited in some areas and it is not recommended to travel on smaller roads without advance preparation. Within Puerto Barrios, it is highly recommended that staff use official taxis for transportation, especially during the evening or at night. UNHCR will provide a list of recommended taxis.

Numerous options for leisure exist, with Izabal being one of Guatemala’s richest departments in terms of biodiversity and ecotourism, as well as cultural diversity, with easy access to beaches and natural parks.

There are no international schools in Puerto Barrios. Public basic, middle, high and university-level education is available.

### Assignment Details

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<tr>
<th>Assignment Title</th>
<th>Associate Protection Officer (Community-Based) Puerto Barrios, Guatemala</th>
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#### 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).

The National Office in Guatemala opened in 2015 in order to strengthen UNHCR’s protection work in the region as part of the UNHCR’s Regional Protection and Solutions Strategy for the countries in the North of Central America (NCA). Following the scale-up of operation activities in the region, a decision is made to reinforce UNHCR presence in both at the field and country levels with further upgrade the office status to Representation. Central America is suffering a wave of violence stemming from organized criminal groups, including record high homicide rates, sexual violence, disappearances, forced recruitment into gangs, and extortion. The epidemic of violence is compelling a diverse range of people to flee their homes and to seek international protection, particularly in bordering and nearby countries. The United States of America, Belize, Costa Rica, Guatemala, Honduras, Mexico, Nicaragua, Panama and El Salvador are all affected, either as countries of origin, transit or destination, and in some cases, in a combination of these. The Associate Protection Officer will report to to the Head of Field Unit who will provide the incumbent with general guidance and workplans. The incumbent works quite independently with an oversight from the supervisor. These position do not imply supervisory role. The incumbent will work closely with other colleagues in the same duty station to discuss relevant agenda and exchange information. External contacts might be required with local authorities for gathering and exchange of data.

#### Sustainable Development Goals

16. Peace, Justice and Strong Institutions

#### Task description

Under the direct supervision of the Head of the Unit in Puerto Barrios, Izabal the UN Volunteer will undertake the following tasks:

- Be fully informed about community structures and the protection and security situation of the population of concern and develop strong links with a cross-section of members of refugee/Internally Displaced Persons (IDPs)/stateless communities, using an Age, Gender and Diversity (AGD) approach;
- Through relationships with persons of concern 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;
- Ensure through direct action and advocacy with more senior protection staff that the necessary resources are allocated to enable community work to identify and address protection and assistance gaps;
- Assist in supporting 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;

- Provide technical guidance and support to UNHCR and partners and implement and oversee Standard Operating Procedures (SOPs) on all community-based protection related issues;
- Support the design, implementation and evaluation of protection centred and solutions oriented programming with implementing and operational partners guaranteeing that community-owned activities are integrated;
- Support communities in establishing representation and coordination structures
- 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;
- Support the Operation’s work to ensure the protection strategy is fully integrated into the Country Operations Plan, the UN Development and Assistance Framework (UNDAF), the Humanitarian Country Team’s common humanitarian action plan where applicable;
- 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;
- Ensure community understanding of UNHCR’s commitment to deliver on accountability and quality assurance in its response;
- 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

- Effective and timely support is provided to the formulation of a clear and coherent protection and solutions oriented strategy, which incorporates a thorough age, gender and diversity analysis and reflects the Organization’s global, regional and country level priorities.
- AGD sensitive analysis of community risks and capacities provides the essential basis for all of UNHCR’s work.
- 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 and ensure that UNHCR meets its commitments to accountability to persons of concern.
- 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.
- The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counterparts, 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 development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed

- 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
University degree in International Development, Cultural Studies, Human Rights, International Social Work, Social Science, Political Science, and Anthropology, International Law or other clearly related disciplines.

Required experience
48 months

Experience Remark
Minimum 4 years (2 years with Advanced University degree) relevant professional experience, including in the areas of community based protection, community services, social work, and human rights.

Language
- English (Mandatory), Level - Fluent
- AND - Spanish (Mandatory), Level - Fluent

Area of Expertise
- Human rights Mandatory
- International law Mandatory
- Protection of refugees, asylum seekers and IDPs Mandatory

Area of Expertise Requirement
- Knowledge of UN policies and procedures;
- Field experience;
- Commitment to help refugees and willingness to cooperate with counterparts;
- Good analytical skills;
- Strong interpersonal and communication skills in a multi-cultural setting;
- Experience of working with refugees;
- Ability to live and work in the difficult and harsh conditions of developing countries is essential.
- Previous experience working with UNHCR, other UN agencies or NGOs working with displaced populations
- Previous experience with fieldwork in humanitarian organizations, especially in emergency contexts
- Previous experience in direct work with communities affected by displacement, disasters or armed violence
- Previous experience working on women’s issues in direct contact with individual women and women’s organizations, particularly in the topics of empowerment and community mobilization
- Previous experience working in the provision of guidance and services to survivors of gender-based violence

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

Need Driving Licence
No

Competencies & Values
- Accountability
- Adaptability and Flexibility
- Commitment and Motivation
Conditions of Service for International Specialist:


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 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;

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

GTMR000152-9536

**Application procedure**

You can only apply if you have created your profile at https://vmam.unv.org/candidate/signup

Watch this video for the specific steps you must follow: https://www.youtube.com/watch?v=VT5uJ_FolWU

If you are already registered in UNV’s Talent Pool, make sure your profile is up to date before applying.

Application deadline: 06-Jun-2021 at 23:59hrs, Germany time zone

**doa.apply_url**

https://vmam.unv.org//candidate/show-doa/R1RNUjAwMDE1Mg==

**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.*