

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

SSDR001477--Associate Field Officer (Protection)

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	South Sudan
Host Institute	UN High Commissioner for Refugees
Volunteer Category	International Specialist
Number of Volunteer	1
Duration	12 months
Expected Starting Date	Immediate
Duty Station	Bor [SSD]
Assignment Place	Non-Family Duty station
Assignment Place Remark	

Living Conditions

UNHCR Field Office locates in Bor town of Greater Jonglei State, a bit outskirts of Bor town near the compound of other UN Agencies and close to Bor Airport. Bor is classified as an E, non-family duty station and R&R cycle for Bor is 6 weeks. All international staff resides at provided accommodation in UNHCR compound in Bor. The accommodations, in UNHCR compound, include a bedroom, sitting room, bathroom and kitchenette equipped with all the necessary furniture and facilities. There is gym in the compound with required equipment accessible to compound residents for 24/7. In Bor, all basic foods are available in the marketplace ranging from meat, dairy, fruits, and vegetables, in addition a few restaurants located in town. However, all UNHCR staff has the option of eating at a cafeteria available in UNHCR compound. UN curfew in Bor is from 19:00 to 06:00. There are limited medical facilities in Bor, apart from UNMISS UN Level 1 and Level 2 clinics, that UN staff may receive health services. Staff are encouraged to bring with them adequate supply of any drugs they may be taking since it may be difficult to purchase any in Bor Town.

Security Situation:

The security situation has improved in Greater Jonglei State, since the Revitalized Agreement on the Resolution of the Conflict in the

Republic of South Sudan (R-ARCSS) was signed on 12 September 2018. However, between June and August 2020, inter-communal violence forced thousands of people flee their homes. The security situation in Greater Jonglei State remains fragile and fluid in a complex and unpredictable environment. The security situation in Greater Jonglei State is characterized by localized armed conflict in some areas, high levels of crime, inter and intra communal conflict over a diverse range of issues, including cattle raiding, child abduction and revenge killing. The operational context of Greater Jonglei State is also characterised by seasonal heavy floods, which cause additional displacement among population and contributes to malaria and water-borne diseases. International staff must request and receive security clearance for official and non-official travel. National personnel must request and receive security clearance for all official travel. International staff on mission must stay in either a UN facility or UN approved commercial lodging for staff members.

Assignment Details

Assignment Title

Associate Field Officer (Protection)

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 Associate Field Officer (Protection) integrates the Protection Unit in a Field Office, Sub-Office or Country Office and reports to the Protection Officer, Field Officer or Head of Field or

Sub-Office as applicable. The Associate Field Officer (Protection) in a Field or Sub-Office reports to the Protection, Field Officer or Head of Field Office as appropriate. The incumbent has direct supervisory responsibility for part of the protection staff and supports the application of protection standards, operational procedures and practices in protection delivery at the field level. He/she liaises with protection partners on the delivery of the Field Office protection strategy and programmes.

The Associate Field Officer (Protection) assists in the design and preparation of the Office protection strategy, in particular by ensuring that it is based on consultations and actual needs of persons of concern. He/she provides timely analysis on the protection situation in the field, highlighting important political, social, military and economic developments affecting the protection of persons of concern. The incumbent is responsible for the application of protection standards, operational procedures and practices in protection delivery at the field level and is relied upon by the Field or Country Office to plan and undertake quality, timely and effective responses to the needs of populations of concern.

To achieve this, the incumbent will build daily contacts with persons of concern, authorities, protection and assistance partners as well as a broader network of stakeholders who can contribute to enhancing protection.

Sustainable Development Goals

16. Peace, Justice and Strong Institutions

Task description

Under the direct supervision of Head of Field Office, the UN Volunteer will undertake the following tasks:

- Stay abreast of political, social, economic and cultural developments that have an impact on the protection environment and provide advice to senior management;
- Support UNHCR's consultative process with local government counterparts, partners and persons of concern for effective needs assessment and planning;
- Facilitate UNHCR's responses in addressing Sexual and Gender Based Violence (SGBV) priorities and other specific protection needs of women and men, children, youth and older persons, persons with disabilities, marginalized groups such as persons with diverse sexual orientations and gender identities;
- Manage individual protection cases including those on SGBV and child protection;
- Monitor the integrity of UNHCR operations management standards and procedures in the Area of Responsibility (AoR) and facilitate the respect of deadlines;
- Maintain protection presence through regular field missions and reports, making direct contact with persons of concern, host

communities, local authorities and partners;

- Monitor and report on the protection, security and safety situation of persons of concern;
- Facilitate and monitor programmes on an Age, Gender, Diversity (AGD) basis to address identified protection needs;
- Support communities in establishing representation and coordination structures. Promote confidence building and conflict resolution among populations of concern, authorities and host communities;
- Provide 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 and services to persons of concern;
- Contribute in developing and implementing an education plan for the AoR as part of the protection strategy;
- Intervene in cases of expulsion, arbitrary deprivation of nationality, and other protection incidents through close working relations with governments and other partners.
- Assess resettlement needs and apply priorities for the resettlement of individuals and groups of refugees and other persons of concern;
- Support the effective systematization and management of data to enhance monitoring, response and evaluation mechanisms;
- Contribute to initiatives to build the capacity of local partners and civil society through training and other initiatives to protect persons of concern.

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

- The protection needs of populations of concern are met through the application of International and National Law, relevant UN/UNHCR protection standards;
- Effective and timely support is provided to the formulation of a clear and coherent protection strategy, which incorporates a thorough age, gender and diversity (AGD) analysis and reflects the Organization's global, regional and country level priorities;
- The participation of persons of concern is assured through continuous assessment and evaluation using participatory, rights and community based approaches, ensuring that UNHCR is accountable to persons of concern;
- Protection incidents and gaps in assistance are immediately identified and addressed;
- 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

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F. +49 (0) 228-815 2001

W. www.unv.org

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

Desirable Qualifications and Skills:

- Knowledge of UN policies and procedures;
- Field experience;
- In addition to the qualifications and requirements stated above, the incumbent is expected to be flexible and ready to adapt to eventual new tasks as the situation evolves, great autonomy, dynamism and creativity; good sense of responsibility and initiative;
- Knowledge of relevant UNHCR policies and guidelines is desirable; including knowledge of the mandate, the objectives and the operations and functioning of UNHCR.

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

Language

- English (Mandatory) , Level - Fluent
- AND - Arabic (Optional) , Level - Working Knowledge

Area of Expertise

- Protection of refugees, asylum seekers and IDPs Mandatory

Area of Expertise Requirement

Need Driving Licence No

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.

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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 Entities](#))

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;
- 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 SSDR001477-8937

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: 15 March 2021

doa.apply_url

<https://vmam.unv.org/candidate/show-doa/U1NEUjAwMTQ3Nw==>

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.

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