



# UNHCR

United Nations High Commissioner for Refugees  
Haut Commissariat des Nations Unies pour les réfugiés

ACNUR

Alto Comisionado de las Naciones Unidas  
para los Refugiados

**Oficina Regional para el Sur de América Latina**

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Buenos Aires, 13 August 2018

**Ref: 18/AF/231 – External vacancy announcement for UNHCR Regional Office for Southern Latin America**

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Post Title	<b>Protection Associate</b>
Post Level	GS6
Post Number	10002750
Duty Station	Buenos Aires, Argentina
Closing Date	<b>20 August (inclusive)</b>
Type of contract	1-year contract on Fixed Temporary Appointment – from 15 September 2018 to 14 September 2019

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**Background:**

The United Nations High Commissioner for Refugees was established on December 14, 1950 by the United Nations 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.

The UNHCR Regional Office for Southern Latin America located in Buenos Aires, Argentina from where it covers 6 countries: Argentina, Bolivia, Chile, Paraguay, Peru and Uruguay.

**Organizational Context:**

The Protection Associate normally reports to the Protection Officer or the Senior Protection Officer. He/she monitors protection standards, operational procedures and practices in protection delivery in line with international standards and provides functional protection support to information management and programme staff.

The Protection Associate is expected to coordinate quality, timely and effective protection responses to the needs of populations of concern and identify opportunities to mainstream protection methodologies and integrate protection safeguards in operational responses in all sectors. He/she contributes to designing a comprehensive protection strategy and liaises externally with authorities and partners on protection doctrine and policy as guided by the supervisor.

The Protection Associate also ensures that persons of concern are involved 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 incumbent will need to build and

maintain effective interfaces with communities of concern, local authorities and protection and assistance partners.

### **Duties and Responsibilities:**

#### **Accountability** (*key results that will be achieved*)

- 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.

#### **Responsibility** (*process and functions undertaken to achieve results*)

- 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.
- 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.

#### **Authority** (*decisions made in executing responsibilities and to achieve results*)

- 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.

**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 Spanish

**DESIRABLE QUALIFICATIONS & COMPETENCIES:**

- Good computer skills.
- Completed Protection Learning Programme.

**Submission of Applications:**

Non-UNHCR staff members shall submit their application including a letter of interest, complete Curriculum Vitae, copy of relevant degrees and an updated United Nations Personal History Form (P.11 – download by clicking on the following link: <http://www.unhcr.org/recruit/p11new.doc> ), all documents must be in PDF format. File name should include the candidate's last name.

**Candidates** should submit their application via e-mail to [argbuadm@unhcr.org](mailto:argbuadm@unhcr.org). Kindly indicate: “**Protection Associate**” in the subject line. All documents must be in PDF format.

- Applications received after the closing date will not be considered.
- Only those candidates that are short-listed for interviews and tests will be contacted.