

Título: **Asistente Principal de Protección**
Grado: **G5**
Tipo de contrato: Temporal
Lugar de trabajo: Acayucan, Veracruz

CONTEXTO OPERACIONAL

La violencia y la persecución causada por la delincuencia organizada como las “maras” del norte de Centroamérica continua siendo una causa de desplazamiento forzado para miles de personas que no encuentran alternativas de protección en su país y llegan a México. Adicionalmente, la inestabilidad política de Venezuela ha provocado que cada vez más personas lleguen a México en búsqueda de asilo.

En este contexto, para garantizar la eficiente respuesta humanitaria y la coordinación en la recepción, determinación del estatuto e integración de las personas con necesidades de protección internacional, el ACNUR apoya al Gobierno Mexicano en la implementación del Capítulo México del Marco Integral Regional para la Protección y Soluciones (MIRPS), la aplicación regional del “MIRPS”. El ACNUR en México está trabajando junto a la Comisión Mexicana de Ayuda a Refugiados, órganos del poder judicial, instituciones públicas y organizaciones de la sociedad civil en el desarrollo de una política integral de asilo. Esto incluye (de manera enunciativa más no limitativa): 1) el cálculo de las necesidades presupuestarias de los municipios, estados y federación para el desarrollo e implementación de una política integral de asilo; 2) establecer un mecanismo de funcionamiento entre los diversos niveles y órdenes de gobierno; 3) diagnosticar y articular la inserción de solicitantes de asilo y refugiados reconocidos en los programas y servicios nacionales ya existentes.

En México, el ACNUR cuenta con un red de cinco oficinas localizadas en Tapachula, Chiapas; Tenosique, Tabasco; Acayucan, Veracruz; Saltillo, Coahuila, y la Representación en la Ciudad de México.

COMO POSTULAR: Enviar solicitud al correo mexmevac@unhcr.org con el asunto: **APellido/Asist Princ Prot/VER**; junto con el formato Historia Personal (P.11) que puede encontrar en: (www.unhcr.org/recruit/p11.zip), su CV y una carta de una página indicando los motivos de su postulación.

Está vacante es exclusivamente para candidatos de nacionalidad mexicana.

Fecha límite para postular: 12 de diciembre de 2018. Se espera que la persona seleccionada esté disponible en enero de 2019.

NOTA: Solo se contactará a las personas que hayan sido considerados relevantes para el proceso de selección.



UNHCR JOB DESCRIPTION

(When finalised and approved by the Post Manager(s), e-mail to HQPC00)

Date of Classification ⁽¹⁾: July 2012

(STANDARD)

PART 2A – IDENTIFICATION OF POSITION

Position Title: **Senior Protection Assistant**

Position Grade: **G5**

Position Location : Acayucan, Veracruz

PART 2B – POSITION REQUIREMENTS

2.1 ORGANIZATIONAL CONTEXT. Define the role of the position within the team, describing its leadership role, if any, its external/internal work relationships or contacts, the contextual environment in which it operates and the scope of supervision received, and where applicable, exercised by the incumbent.

The Senior Protection Assistant 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 Senior Protection Assistant provides quality, timely and effective protection support to persons of concern and identifies opportunities to mainstream protection methodologies and safeguards in operational responses. He/she contributes to designing a comprehensive protection strategy and may liaise externally with local authorities and partners on protection issues as guided by the supervisor.

The Senior Protection Assistant 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.

2.2 FUNCTIONAL STATEMENT. Describe the accountabilities, responsibilities and authorities associated with the position.

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 supporting participatory, rights and community based approaches.
- Support is provided to identify and report protection incidents.

Responsibility (process and functions undertaken to achieve results)

- Consistently apply International and National Law and applicable UN/UNHCR and IASC policy, standards and codes of conduct.
- Provide counselling on protection issues to persons of concern; liaise with competent authorities to ensure the issuance of personal and other relevant documentation.
- Support activities in protection related AGD based programming with implementing and operational partners.
- Conduct preliminary information gathering and interviews in support of eligibility, status determination, durable solutions and social needs assessment.
- 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 for persons of concern as part of the protection strategy.
- Monitor Standard Operating Procedures (SOPs) for all protection/solutions activities.
- Participate in individual protection case management including cases of SGBV and child protection. Monitor and report on cases of refoulement, expulsion and other protection incidents.

- Assist in identifying durable solutions for persons of concern in 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.
- Assist in drafting reports, routine correspondence, updating relevant databases and compiling statistics for the protection unit / section.
- Contribute to initiatives to enhance national and local protection capacities.

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

- Select persons of concern for preliminary interviews and decide which relevant information to share.
- Enforce integrity in the delivery of protection services by local implementing partners.

2.3 REQUIRED COMPETENCIES, which illustrate behaviours that are essential to achieving deliverables described above, and that are critical to successful performance. All jobs require the staff to abide to the Values and Core competencies of UNHCR. Where applicable, select a maximum of six Managerial and three Cross-Functional Competencies. (Note that the Performance Appraisal and Management System (PAMS) allows for up to five Cross-Functional Competencies to be selected by the staff member and the supervisor.

<u>Code</u>	<u>Managerial Competencies</u>
1. <input checked="" type="checkbox"/> M001	Empowering and Building Trust
2. <input type="checkbox"/> M002	Managing Performance
3. <input type="checkbox"/> M003	Judgement and Decision Making
4. <input type="checkbox"/> M004	Strategic Planning and Vision
5. <input type="checkbox"/> M005	Leadership
6. <input checked="" type="checkbox"/> M006	Managing Resources

<u>Code</u>	<u>Cross-Functional Competencies</u>
1. <input checked="" type="checkbox"/> X001	Analytical Thinking
2. <input type="checkbox"/> X002	Innovation and Creativity
3. <input type="checkbox"/> X003	Technological Awareness
4. <input type="checkbox"/> X004	Negotiation and Conflict Resolution
5. <input type="checkbox"/> X005	Planning and Organizing
6. <input type="checkbox"/> X006	Policy Development and Research
7. <input checked="" type="checkbox"/> X007	Political Awareness
8. <input checked="" type="checkbox"/> X008	Stakeholder Management
9. <input type="checkbox"/> X009	Change Capability and Adaptability

2.4 ESSENTIAL MINIMUM QUALIFICATIONS AND PROFESSIONAL EXPERIENCE

REQUIRED. Define the educational background, the relevant job experience and the language(s) that are essential to perform the work of the position.

- Education: Completion of secondary school. Additional Training courses in protection related issues.
- Job experience: relevant to the function: 4 years.
- Fluency in English and working knowledge of another relevant UN language or local language

(In offices where the working language is not English, excellent knowledge of UN working language of duty station and working knowledge of English.)

2.5 DESIRABLE QUALIFICATIONS & COMPETENCIES. Describe any experience or knowledge that would be an asset, such as: UNHCR Learning Programmes, other training, additional languages, Field/HQs experience, etc.

- Good computer skills.
- Completed Protection Learning Programme.