

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

VACANCY ANNOUNCEMENT

Position:	Protection Assistant
Category:	UNOPS Individual Contract Agreement
Duty Station:	Brasilia, Brazil
Expecting Start Date:	1st October 2013
Duration:	3 months, with possibility of extension

The Protection Assistant will function under the direct supervision of Protection Officer. The incumbent has no direct supervisory functions. The incumbent will also refer to the UNHCR Manual and relevant policy papers concerning the protection of refugees and other persons of concern. The Protection Assistant will have frequent internal contacts within the office as well as external contacts to exchange a wide range of information.

1. General Background

(Brief description of the national, sector-specific or other relevant context in which the individual contractor will operate)

Brazil is the 5th largest country in terms of size and population (192 million people) and is ranked as the 6th economy in the world. It has consolidated its role as Latin America's most influential and leading economic power over the last decade. Nevertheless, Brazil only ranked 84th in the 2011 UNDP Human Development Index, behind other Latin American nations such as Argentina, Mexico and Costa Rica.

Brazil is a signatory of the main international human rights instruments. Since 16/11/1960, when it was ratified, Brazil is part of 1951 Convention on the Status of Refugees, further ratifying the 1967 Protocol in 1972 and removing the geographical reservation on 09/12/1989. Brazil enacted the refugee act Law number 9.474/97, in effect since 23rd July 1997. The law contains the protection mechanism of the 1951 Convention and 1967 Protocol and incorporates the broader definition of the 1984 Cartagena Declaration the formulation "generalized violation of human rights" which applies to situations of generalized violence and armed conflict.

The majority of refugees in Brazil has an urban profile and is formally granted access to social and economic rights such as health care, education and work, which remains the main challenge to refugee's self-reliance.

Within the Mexico Plan of Action framework, especially its components of Research and Doctrinal Development, Training and Institutional Capacity-building, "Solidarity Cities", "Borders of Solidarity" and "Solidarity Resettlement", the objectives for 2010/2011 are as follows:

-Affirming and developing an international protection regime



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- Realizing the social and economic well being of refugees and other persons of concern
- Attaining durable solutions guaranteeing age, gender and diversity perspective in all actions and programs.

In 2012, during the 2nd Universal Periodic Review (UPR) process, Brazil recalled in its report the commitments made within the framework of the 2010 Brasilia Declaration and the 2011 Ministerial pledging process and reiterated the need for the country to adopt measures to strengthen the local integration of refugees, to consolidate and expand the solidarity resettlement programme and to create a mechanism establishing a stateless status determination procedure. These recommendations have been officially accepted by the Government of Brazil and have become the basis of UNHCR's advocacy strategy in the country.

2. Purpose and Scope of Assignment

(Concise and detailed description of activities, tasks and responsibilities to be undertaken, including expected travel, if applicable)

Under the direct supervision of the Protection Officer the Protection Assistant will undertake the following tasks:

- Support Refugee Status Determination (RSD) activities, including interview of asylum-seekers, Country of Origin Information research and preparation for the National Committee for Refugees meetings;
- Assist and follow-up cases of family reunification and voluntary repatriation;
- Assist and follow-up individual needs of refugees and asylum-seekers;
- Assess and address legal issues concerning refugees' integration;
- Support the organization and follow up of the resettlement selection mission and submission of fast track resettlement cases;
- Follow-up and update Protection files;
- Compile monthly statistics on asylum claims and refugees in the country;
- Act as interpreter and translator when needed;
- Conduct researches on subjects related to UNHCR mandate and the population of concern;
- Assist and follow-up awareness and advocacy campaigns;
- Assist the Protection Unit to prepare reports on protection of refugees and stateless issues in the country;
- Conduct researches, legal analysis and interpretation of the national and international legislation on issues related to the protection of refugees;
- Support training activities to eligibility officials and implementing partners;
- Assist the drafting of Protection Reports;
- Perform other duties as required.

3. Monitoring and Progress Control

(Clear description of measurable outputs, milestones, key performance indicators and/or reporting requirements which will enable performance monitoring)

- Number of training activities to eligibility officials and implementing partners;
- Number of Country of Origin Information research for CONARE meetings;
- Number of translated resettlement cases;
- Compilation of protection statistics with AGD breakdown;
- Number of technical assistance provided to Protection-related reports.

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4. Qualifications and Experience

a. Education

University degree in Law, International Relations, or other related fields

b. Work Experience

2 years of relevant work experience;

c. Key Competencies

(Technical knowledge, skills, managerial competencies or other personal competencies relevant to the performance of the assignment. Clearly distinguish between required and desired competencies.)

- **Excellent computer skills (MS office, including Excel, Word and PowerPoint);**
- **Fluency in Portuguese and English (oral and written). Advanced Spanish knowledge is a strong asset;**
- **Flexibility and adaptability;**
- **Excellent interpersonal skills. Demonstrated ability to work with others in a team environment;**
- **Brazilian nationality;**
- **Demonstrated ability to work with others in a team environment.**

5. Living Conditions:

The nation's capital, Brasilia, was founded in 1960. It is considered as one of the major examples of the modernistic movement in architecture and urban planning in the 20th century, and was added to the UNESCO list of World Heritage Sites.

The average temperature is 22°C, rising to over 30°C during the hottest period. The hottest month in Brasilia is September and the coolest month is July. Planned for only 500,000 inhabitants, Brasilia has seen its population grow much more than expected. Several satellite towns have been created over the years to house the extra inhabitants.

Brasilia's total population (including the satellite cities) is now over 2,000,000 inhabitants. Outdoor recreational activities include basketball, golf, Hash House Harriers, horse-back riding, picnicking, riding, sailing, soccer, sunbathing, swimming, tennis and volleyball. Inexpensive lessons in many sports are available at the clubs to members and non-members alike.

6. Conditions of Service

An initial 3 month-contract with the possibility of extension. The incumbent will receive a monthly salary of BRL2,500/month. Health Insurance provided by VANBREDa.

7. Application

Detailed *curriculum vitae* including two referees and application letter should be sent to brabr@unhcr.org, up **18th September 2013**, quoting reference "Protection Assistant".