

La Oficina en Costa Rica del Alto Comisionado de las Naciones Unidas para los Refugiados (ACNUR), informa y les invita a participar en el **concurso VN-041-20-COSSA para el puesto: Senior Community-Based Protection Assistant, LICA 5, San José, Costa Rica**

Los detalles generales de la vacante se describen a continuación:

Vacante Número:	VN-041-20-COSSA
Nombre del puesto	Senior Community-Based Protection Assistant
Tipo de contrato	UNOPS
Nivel del puesto	LICA 5
Sede de trabajo	San José, Costa Rica
Fecha límite para aplicar:	26 de agosto 2020
Hora límite para aplicar:	23:59 horas (hora de Costa Rica)
Requerimientos	<ul style="list-style-type: none"> Las personas interesadas deben ser costarricenses, nacionalizadas costarricense, o extranjera con residencia permanente en Costa Rica y con permiso laboral. Carta de interés. Llenar Formulario PHF (completo y firmado)
Medio/forma de aplicar	<p>Favor enviar su aplicación a la dirección:</p> <ul style="list-style-type: none"> correo electrónico: cossarrhh@unhcr.org <p>Indicar en el asunto: Vacante número + apellido + nombre</p>
Modalidad de selección	Solo los candidatos en lista corta serán contactados para una entrevista y una prueba técnica escrita.
Documentos adjuntos	<ul style="list-style-type: none"> Descripción de funciones Formulario PHF

Solo se contactarán a las personas que hayan sido preseleccionadas (lista corta).

**TERMS OF REFERENCE
(Individual Contractor Agreement)**

Title: Senior Protection Assistant, Community Based Protection
Project: [N/A]
Duty station: San Jose, Costa Rica
Section/Unit: Community-Based Protection Unit
Contract/Level: Local - Support ICA, Level 5
Duration: [01/October/2020] **through** [31/12/2020]
Supervisor: Senior Protection Associate, Ms. Anais DELEGLISE

1. General Background

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

The socio-political crisis and rise in violence in Nicaragua since April 2018 have produced a sharp rise in the number of Nicaraguan asylum-seekers in Costa Rica. From only 78 registered in the country as of April 2018, by October 2019 the number had grown to over 70,000, and is anticipated to have reached 100,000 in early 2020. At least one quarter of the arrivals require life-saving humanitarian assistance.

The response capacities of Costa Rica, a country of only 4.5 million people, and those of UNHCR and other partners, have been severely stretched, resulting in inadequate reception facilities and significant delays in registering and processing asylum claims. The large backlog inhibits asylum-seekers from timely access to documentation, work authorization, health insurance and other rights, increasing their vulnerability and exposure to protection risks, and increasing their dependency on humanitarian aid. Furthermore, COVID-19 has also created new risks and vulnerabilities and further deteriorated the living conditions of persons of concern in the country.

A fundamental tenet of UNHCR's work is to adopt a community-based approach, effectively putting people of concern at the centre of all decisions that affect their lives, as well as those of their family members and communities. Community-based protection applies this approach in protection work by drawing on the knowledge, skills and experience of affected persons to identify and address key protection issues. This implies that communities, through consultation and participation, engage meaningfully and substantively in all aspects of programmes that affect them, and play a leading role in change. It is a continuous process that engages communities as analysts, evaluators and implementers in their own protection.

The Senior Protection Assistant (Community Based Protection) will report to the Senior Protection Associate (CBP), within the Community-Based Protection Unit. 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.

The Senior Protection Assistant (Community Based Protection) works directly with communities of concern to identify the risks they face and to leverage their capacities to protect themselves, their families and communities, and also supports the implementation of community-based protection standards, operational procedures and practices in community-based protection delivery at the field level. To fulfill this role the Senior Protection Assistant (Community Based Protection) is required to spend a substantial percentage of her/his time working outside the office within communities of persons of concern.

2. Purpose and Scope of Assignment

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

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, IASC principles, and the community based protection strategy.
- Protection activities are guided by the UNHCR country protection strategy and the UNHCR country community based protection strategy.
- The participation of persons of concern is facilitated through supporting participatory-, rights- and community-based approaches.

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.
- Work with implementing and operational partners as well as with displaced and local communities to develop community-owned activities to address, where applicable, the social, educational, psycho-social, cultural, health, organisational and livelihood concerns as well as child protection and prevention and response to SGBV.



- Assist in the analysis that identifies the capacities of communities of concern and risks they face.
- Assist the implementation of participatory assessments and ongoing consultation with persons of concern using multifunctional teams.
- Monitor Standard Operating Procedures (SOPs) for all protection/solutions activities.
- 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 Community-Based Protection Unit as relevant.
- Contribute to initiatives to enhance national and local protection capacities.
- Perform other protection-related duties as required.

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.

3. Monitoring and Progress Controls

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

- **Core Values and Corporate Commitment** - Works to achieve the goals of UNOPS as a whole, and demonstrates commitment to the UN's core values; respects individual, gender and cultural differences in dealing with others.
- **Teamwork** - Works collaboratively with and supports colleagues to achieve organizational goals.
- **Client Orientation** - Establishes and maintains productive partnerships with clients by gaining their trust and respect, and by identifying clients' needs and matching them with appropriate solutions.
- **Planning and Organization** - Identifies priority activities and assignments; adjusts priorities as required. Allocates appropriate amount of time and resources for completing work. Foresees risks and allows for contingencies when planning. Uses time efficiently.
- **Communication** - Speaks and writes clearly and effectively; listens to others, correctly interprets messages and responds appropriately. Asks questions to clarify, and exhibits interest in having two-way communication. Demonstrates openness in sharing information and keeping people informed.
- **Accountability** - Takes ownership for all responsibilities and honours commitments. Delivers outputs for which he/she has responsibility within prescribed time, cost and quality standards. Takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.
- **Building and Knowledge sharing** - Contributes to own field of practice (e.g., documents and shares knowledge inside or outside own office/project, engages in practice discussions etc.).
- **Commitment to Continuous Learning** - Keeps abreast of new developments in own occupation/profession; actively seeks to develop him/herself professionally and personally; shows willingness to learn from others.

4. Qualifications and Experience

(List the required education, work experience, expertise and competencies of the individual contractor. The listed education and experience should correspond with the level at which the contract is offered.)

a. Education (Level and area of required and/or preferred education)

- Education: Completion of secondary school. Certificates or training in International Development, Cultural Studies, Human Rights, International Social Work, Social Science, Political Science, Anthropology, International Law or other clearly related disciplines are required.
- Computer skills (MS Office, including Excel, Word, PowerPoint, Access).
- Fluency in English and working knowledge of another relevant UN language or local language.



b. Work Experience

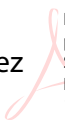
(List number of years and area of required work experience. Clearly distinguish between required experience and experience which could be an asset.)

- Job experience: - Minimum 2 years relevant job experience (or 1 year relevant work experience with Bachelor or equivalent or higher) in International Development, Cultural Studies, Human Rights, International Social Work, Social Science, Political Science, Anthropology, International Law or other related fields.
- Computer skills (MS Office, including Excel, Word, PowerPoint, Access).
 - Previous experience working with refugees, asylum-seekers or other persons in a vulnerable situation desirable

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)

- .- Good computer skills
- Completed Protection Learning Programme desired

Project Authority (Name/Title): Nicolas RODRÍGUEZ Assc Protection Officer	Nicolás Rodríguez Serna  Firmado digitalmente por Nicolás Rodríguez Serna Fecha: 2020.08.11 12:51:41 -06'00'	Contract holder (Name/Title):	
Signature	Date 11/08/2020	Signature	Date