

# Advertisement

Junior Professional Officer

Associate Protection Officer (Gender Equality)

Organisation:  
UNHCR

Closing 11<sup>th</sup> November  
2018



## I General information

<b>Title:</b>	Associate Protection Officer (Gender Equality)
<b>Sector of Assignment:</b>	International Refugee Protection
<b>Country:</b>	Uganda
<b>Location (City):</b>	Kampala
<b>Agency:</b>	UNHCR
<b>Duration of Assignment:</b>	Initially one year with the possibility to extend up to a maximum total of 3 years
<b>Grade:</b>	P2 step 1 in the first year

**Note :** this post is opened in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of the Netherlands and is addressed exclusively to **candidates WITH THE DUTCH NATIONALITY**. For criteria see the website of Nedworc Foundation:

<http://www.nedworcfoundation.nl/Index.htm?hoofdpath=/NL/JPO/General%20Information.htm&hoofdhash>

**Please read the criteria and FAQ section carefully before considering applying**

## II Duties, responsibilities and Output Expectations

### General

- The JPO is needed to support and strengthen the implementation of UNHCR's gender equality related work with special emphasis on sustainability. The JPO will focus on the implementation of the five core actions on gender equality as emphasized in UNHCR's Policy on Age, Gender and Diversity (AGD) 2018. In addition, the JPO will support implementation of the AGD policy and ensure intersections between gender equality and other areas covered by the policy.
- The focus of UNHCR's AGD Policy is to put the people we serve first; its updated policy consolidates the existing commitment to an AGD approach, accountability to affected people, and commitments to women and girls. More specifically, it includes five specific areas of engagement on gender equality 1) increasing women and girls' participation in decision-making and leadership, 2) providing individual registration and documentation 3) equal access to and control over assistance including food, core relief items and cash based interventions, 4) equal access to economic opportunities and education and health services, and 5) SGBV prevention and response services.
- The Associate Protection Officer (Gender Equality) position will be a critical resource in the field. S/he will be responsible for ensuring gender equality and gender-mainstreaming

- gaps are addressed, and that the various cross-cutting issues (livelihoods, energy, education, WASH, CBI) are strengthened in a manner that increases sustainability and effectiveness of programming, reduces vulnerability, and supports the engagement of the operation in delivering on the core actions outlined in the AGD policy.
- The JPO assists the Uganda operation by providing operational expertise, technical advice and guidance on the incorporation of gender equality into programming, drawing attention to the needs and protection of women and girls, and supporting monitoring and reporting and knowledge management for country office.
- In particular, the JPO will provide direct support on the implementation of the UNHCR Policy on AGD 2018 and will liaise with DIP on progress on the five core actions on gender equality, as part of the selected operations engagement as a 'deep dive' country. The incumbent will also collaborate closely with other Units in UNHCR, specially Protection, Programme and Resettlement, to ensure gender mainstreaming in UNHCR's interventions, strengthened operational capacity on gender equality and women's empowerment, as well as efficient implementation of UNHCR's projects and accurate reporting.

### **1. Accountability**

- Support provided to programme, protection and others on mainstreaming of gender equality and on AGD implementation, monitoring and reporting.
- Support in capacity development to operations on gender equality.
- Quality inputs delivered into requested internal and external reports.
- Practical good practices, guidance and tools on gender equality as part of the AGD policy operationalization.

### **2. Responsibility**

- Support in implementing the updated UNHCR Policy on Age Gender and Diversity (2018), with specific focus on the five gender equality core actions.
  - Provide direct technical support to the operation on mainstreaming gender equality in the operation management cycle and input into annual planning processes.
  - Assist in the development of tools and guidance, as required, to strengthen operational level work on gender equality programming.
  - Assist in the development of strategies to increase gender equality in programming in operations.
  - Liaise with the Division of International Protection team on AGD implementation, reporting, and progress as needed.
  - Assist in developing the action plan on AGD Core Actions on gender equality.
- Support in the monitoring and reporting on UNHCR's work on gender equality, including on the updated Age Gender and Diversity policy with specific focus on the five gender equality areas of engagement, UN System-wide Action Plan on Gender Equality and the Empowerment of Women (UN SWAP), UN Security Council Resolutions on women peace and security among others.
  - Assist in the development and testing of indicators for measurement of AGD implementation.
  - Assist in AGD implementation related reporting and the collation, documentation, and wide dissemination of best practices.
  - Provide input into reports on policy commitments, including UN SWAP; UN Security Council Resolutions on women, peace and security; UN Secretary-General's reports; internal reporting requirements including for DIP; and others.

-Advocacy and awareness raising on gender equality in UNHCR and externally, including organizing events such as International Women's Day, and workshops.

- Assess gender equality related needs and issues, identify gaps and examine areas for strengthened engagement, and develop an actionable work plan to mainstream gender in operation, with special reference to sustainability and cross-cutting areas of engagement (livelihoods, energy, climate, education, health, WASH...etc).
  - Facilitate inter-sectoral linkages between gender equality in protection, SGBV, community, livelihoods, shelter and health, among others; both at strategic and programmatic level.
  - Coordinate with partners and relevant stakeholders to support access to services (health, education, SGBV mitigation and response...etc) ensuring that refugee women and girls' interests and concerns are understood and included in relevant policies and initiatives.
  - Identify and establish partnerships with relevant stakeholders to carry out the work plan.
  - Liaise with the Gender Equality Unit at DIP for additional support and to provide update on progress.
- Assist in capacity development on gender equality through the development of gender equality trainings, guidance and other tools as required.
  - Assist in the development and delivery of gender equality training for UNHCR staff, partners, and others.
  - Assist in the development of trainings, manuals, and other documentation aimed at capacity building to address gaps in protection and assistance of displaced women and girls.
  - Facilitate gender equality workshops and training sessions as needed.
- Support coordination and partnerships internally, within the UN system, with civil society organisations and in inter-agency bodies.
  - Assist with developing, implementing, monitoring and evaluating projects in partnership with UNHCR units, divisions, bureaux, UN bodies and civil society organisations.
  - Assist with active participation in inter-agency or other bodies.
  - Assist in strengthening networks and inter-agency coordination, and expanding partnerships with implementing and operational partners, UN and government counterparts working in relating to gender equality and the empowerment of women and girls.
- Support programme development and implementation through strong gender equality mainstreaming measures. This can include sectoral and/or programme analysis, identification of areas of support and intervention to strengthen gender equality, and work with partner agencies to mainstream gender considerations, including SGBV prevention and response, within projects and programmes.
- Provide support to develop and/or strengthen collaboration with relevant partners working on the promotion of gender equality, such as UN Women and local/ national partners, with the aim of strengthening comprehensive support to livelihoods, health, education related initiatives targeting women and girls, as well as empowerment and equal representation of women in refugee leadership and other community structures.
- Support in other tasks as needed.

### **3. Authority**

- Under the guidance of the supervisor and the Senior Protection Officer (SGBV), the JPO will provide technical support to colleagues on gender equality and operationalization of the AGD policy.
- Represent UNHCR in inter-agency fora related to gender equality.
- Support planning, programming and monitoring of budget and other resources related to gender equality under the supervision of the Senior Protection Officer (Community-Based) and under the guidance of the Senior Protection Officer (SGBV).

### **III Training component: Learning elements and expectations**

- The Associate Protection Officer (Gender Equality) will become familiar with the mandate and work of UNHCR in different operations around the world with a particular focus on gender issues, within UNHCR's wider strategy of age, gender and diversity mainstreaming (AGDM). Specifically, s/he will gain a thorough understanding of challenges faced by women and girls of concern to UNHCR and of policies, strategies and projects aimed to address these.
- S/he will acquire knowledge on UNHCR's activities in the field on primary, secondary and tertiary education with a specific focus on girls' education, as well as on UNHCR's education policies (including the Education Strategy) and their implementation in field operations.
- The JPO will learn to expand knowledge on monitoring and reporting frameworks, draft background and policy papers, draft and assess project proposals, conduct analysis and formulate recommendations to ensure a gender perspective in UNHCR's work. S/he will also liaise with other units and divisions inside and outside UNHCR to improve gender mainstreaming.
- Learning elements, competencies and objectives are set annually according to UNHCR's Performance Appraisal Document (e-PAD) and evaluated through a mid-year and an end of year review with the supervisor.

The JPO training programme includes the following learning elements:

- The Associate Protection Officer (Gender Equality) will receive briefing/training sessions when starting and on-the-job training throughout the assignment. S/he will also be able to attend international protection trainings, subject to exigencies of work and funding availability. Furthermore, s/he will have access to various UNHCR e-learning courses through Learn and Connect.
- The JPO position includes a Duty travel and training allowance (DTTA) of \$4000 per year which may be used for learning activities related to the assignment and career development.

### **IV Supervision**

**Title of supervisor:** Senior Protection Officer (Community Based Protection), P4

#### **Content and methodology of supervision**

- The supervisor will be responsible for the performance evaluation of the JPO. The manager will also ensure that the JPO is provided a thorough induction and orientation briefing, followed by on-the-job training as well as continuous guidance for training/learning opportunities throughout the assignment. The JPO Unit also provides support to both the manager and the JPO.

## V Required Qualifications and Experience

### Education:

- Master degree or equivalent, obtained in a recognised institution (listed under [www.whed.net](http://www.whed.net)) in social sciences, gender studies, international relations, international development, political sciences or a related field.

### Working experience :

- Minimum 2 years to maximum 4 years of progressively responsible professional work experience in humanitarian or development work, including 1 year at the international level in the relevant fields. Experience of gender equality programming in a development or humanitarian context is highly desirable.
- Internships, part-time and voluntary work in the relevant fields are counted at a rate of 50%.

### Languages :

- Fluency in English is essential.
- Working knowledge of French is desirable. Working knowledge of another UN language is an asset. (Arabic, Russian, Spanish, Chinese).

### Key competencies

- Knowledge and experience in designing; implementing and monitoring; and evaluating gender equality, women's empowerment and gender mainstreaming/livelihoods related work with refugees, IDPs and other persons of concern to UNHCR – including work with men and on masculinities as well as with LGBTI persons of concern.
- Training on gender equality and related fields, including on women's economic empowerment.
- Report writing and editing skills, project management skills, developing and delivering trainings, organizing events.
- Excellent inter-personal skills and team work experience, resilience, respect for diversity and ability to work in an inclusive manner in a wide range of cultural settings.

## VI Background information on Agency/Department/Section

<http://www.unhcr.org/what-we-do.html>

<http://reporting.unhcr.org/node/5129>

<http://www.unhcr.org/protection.html>

## VII Information on living conditions at Duty Station

- Kampala is classified by the International Civil Servant Commission (ICSC) as a B, Family duty-station. (Hardship scale from A to E, divided into Family and Non-Family).
- Medical facilities, international schooling, banks, transports and all usual services are available in Kampala, and the security situation is assessed as 2: Low, by the UN Department of Safety and Security (UNDSS Risk scale from 1: Minimal to 6: Extreme).

## VIII How to apply

- Applications must be sent through UNHCR's website before the closing date and time.

- Access [www.unhcr.org](http://www.unhcr.org) website and click on the “Career” link at the upper right corner, then on “International Vacancies”. The vacancy can be searched with the “JPO” keyword.
- Applicants will receive an automated acknowledgement of receipt after their submission.
- For general information on the JPO Programme please consult UNHCR webpage:  
<http://www.unhcr.org/junior-professional-officer-programme.html>
- Only shortlisted candidates will be contacted.