



UNITED NATIONS RELIEF AND WORKS AGENCY
FOR PALESTINE REFUGEES IN THE NEAR EAST
UNRWA



Vacancy Announcement

Protection and Neutrality Team Leader, P-4 Amman, Jordan

Deadline for Applications	5 December 2018 (21 November 2018 for internal applicants)
Duration	1 year, renewable; Appointment subject to funding confirmation
Vacancy Announcement Number	18-FO-JO-62

UNRWA is committed to achieving gender parity at all levels of staffing under the current UN-wide gender agenda and strongly encourages applications from qualified women.

UNRWA welcomes applications from qualified candidates with disabilities.

UNRWA, the largest United Nations operation in the Middle East with over 30,000 staff working across five areas of operation, is looking for highly committed professionals wishing to make a change.

Palestine refugees in Jordan

More than 2 million registered Palestine refugees live in Jordan. Most Palestine refugees in Jordan, but not all, have full citizenship. There are ten recognized Palestine refugee camps throughout the country, which accommodate nearly 370,000 Palestine refugees, or 18 per cent of the country total. Jordan hosts the largest number of Palestine refugees of all of the UNRWA fields. Over seventeen thousand Palestine refugees from Syria (PRS) have sought assistance from UNRWA in Jordan. The majority of them are believed to suffer from abject poverty and live in a precarious legal status. UNRWA accommodates PRS children in its schools and provide relief and health care to those in need.

Do you want to make a lasting difference?

If you are looking for a rewarding opportunity to make a tangible difference for one of the most vulnerable communities in the world, UNRWA would like to hear from you.

The main responsibilities include:

- Overseeing the leadership and management of the Protection Unit/Department through the daily supervision of relevant staff and the development and implementation of annual

work-plans and operational plans in order to complete agreed-upon tasks with adequate resource mobilization, administration and logistical matters; providing mentoring of other staff at the field office level on technical issues related to protection and neutrality as needed;

- Leading the development and implementation of the protection strategy – both prevention and response – and operational measures to address protection issues at the field level in particular by providing technical guidance in support of programmes and other interlocutors in accordance with the Agency’s protection policy, framework and priorities to make sure that protection principles and standards are mainstreamed through UNRWA services through the programme cycle and the protection needs of Palestine refugees are addressed;
- Acting as the technical focal point on all matters relating to neutrality in the field office in line with Agency policies and frameworks ensuring that the concept is widely understood within the office and that related training and SOPs remain relevant; playing a key role in identifying potential neutrality concerns before they become a concern by, amongst other things, ensuring regular comprehensive installation inspections by senior programme area staff and overseeing spot-check visits for the most serious neutrality violations;
- Providing coordination on all protection matters including the facilitation of protection coordination mechanisms and relevant working groups at the field and area level, and representing UNRWA in external Protection Clusters and other relevant coordination fora and with external protection partners including UNHCR, OHCHR, UNICEF and NGOs;
- Providing technical guidance – in particular to programmes - on neutrality and protection matters including general protection, gender, gender-based violence, child protection and disability in accordance with Agency policies, frameworks, strategies and guidelines and ensuring their implementation at the field level. This includes the translation of these approaches through in particular supporting programmes in the development of practical field-based guidelines, manuals, user-friendly tools, procedures, etc. for staff to apply in their day-to-day work as well as capacity building, quality assurance and monitoring and assessment of results and outcomes on protection. These field-based approaches shall build upon – and not replace – those already developed by programmes and ensure consistency between fields;
- Leading the monitoring, documentation and reporting - as required - on external protection incidents, patterns and trends and providing analysis with the production of reports and other products so appropriate responses are implemented either through referral internally to UNRWA services or through advocacy (oversees data collection and other information management systems in this regard);
- Conducting advocacy based upon neutrality and protection analyses and messages with a range of different interlocutors including private advocacy meetings, field briefings and public advocacy and communication activities.

Conditions of service

UNRWA offers an attractive compensation package including annual salary starting at **\$71,332** net tax free with post adjustment of **48%** (subject to change without notice). All UNRWA duty stations (with the exception of Gaza and Syria) are family duty stations. Other benefits, subject to eligibility, include:

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| ✓ Dependency allowances | ✓ Pension fund entitlements under the UN Joint Staff Pension Fund |
| ✓ Rental subsidy | ✓ International health insurance; optional life insurance |
| ✓ Education grant for children | ✓ Disability protection |
| ✓ Home leave travel | |
| ✓ 6 weeks (30 working days) annual leave | |

To qualify for this position, you will need:

Education An advanced university degree (Master’s or equivalent) from an accredited educational institution in law, political or social sciences, or related field; a first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of an advanced university degree.

Work experience A minimum of eight years of progressively relevant responsible experience, including the supervision and management of protection interventions and projects as part of humanitarian operations at the field level, including two years of relevant experience at international level

outside one's home country;
Demonstrable knowledge and understanding of humanitarian protection and neutrality policies and approaches.

Language(s) Excellent command of written and spoken English.

Desirable Qualifications

Working knowledge of Arabic.

You will also need to demonstrate the following competencies:

***UN Core Values** of Professionalism, Integrity and Respect for Diversity and Core Competencies of Communication, Working with People and Drive for Results apply by default. Default managerial competencies may apply.*

- Leading and Supervising;
- Applying Technical Expertise;
- Persuading and Influencing;
- Planning and Organizing;
- Excellent analysis skills;
- Communication skills;
- Negotiations skills.

For guidance on how to prepare for competency-based interviews:

<https://careers.un.org/lbw/home.aspx?viewtype=AYI>

Who we are

For over 65 years, the United Nations Relief and Works Agency for Palestine (UNRWA) has been working on the ground in five fields of operations in Jordan, Lebanon, Syria, West Bank and the Gaza Strip providing direct assistance and protection for some 5 million Palestine refugees in the Middle East. UNRWA is mandated by the UN General Assembly to provide this assistance and its mission is to help Palestine refugees achieve their full potential in human development until there is a just and lasting solution for their plight. UNRWA restores safety, dignity and hope to millions who have been uprooted by conflict with services encompassing education, health care, relief and social services, camp infrastructure and improvement, microfinance and emergency assistance.

For more details on UNRWA, please visit: <https://www.unrwa.org/>

How to apply

To start the application process, applicants are required to register at <http://jobs.unrwa.org> by creating a personal profile and completing UNRWA Personal History Form. Only applications received through <http://jobs.unrwa.org> will be considered. Due to the large number of applications received for UNRWA vacancies, only applicants short-listed for interview will be contacted. **The United Nations does not charge fees at any stage of the recruitment process. The United Nations does not concern itself with information related to bank accounts.**

General information

UNRWA staff are expected to uphold the highest standards of integrity, neutrality and impartiality at all times. This includes respect for and commitment to human rights, diversity, and non-violent means of dealing with all kinds of conflict. Only persons who fully and unconditionally commit to these values should consider applying for UNRWA jobs. UNRWA is a non-smoking work environment.

The Agency reserves the right not to make an appointment, to make an appointment at a lower grade, or to make an appointment with a modified job description.

Date of issue: 8 November 2018/ LAN