

UNHCR

Job Description (JPO)

GENERAL INFORMATION:

Title of the post: Associate Protection Officer (JPO)

Sector Protection

Location UNHCR Field Office in Mae Hong Son, Thailand

Duration of the assignment 2013-2014

SUPERVISION:

- Title and name of Supervisor: Protection Officer, Naeem J. Durrani
- Title of other international staff members in same duty station:

IUNV Associate Resettlement Officer

IUNV Associate Protection Officer

Content and methodology of the supervision (describe the supervisory role exercised over the incumbent in terms of planning guiding and reviewing the work)

- **Regular guidance/ coaching, reviewing the submitted reports/work**
- **UNHCR performance appraisal system**

DUTIES AND RESPONSIBILITIES:

- Liaising with the local authorities and operational partners on issues relating to protection and assistance of refugees and other persons of concern to UNHCR by ensuring the observance by the local authorities of the internationally recognised principles concerning refugee, humanitarian and human rights law. Intervene promptly with the authorities in close co-ordination with the Protection Officer in the event of any action or measure detrimental to refugees and other persons of concern when necessary;
- Undertake regular visits to the camps, informal border entry points and local villages surrounding the camps; monitor all protection issues, meet with refugees, new arrivals and or returnees and local authorities to be fully aware of the situation
- Co-ordinating and monitoring activities of the Field Office in Mae Hong Son in the areas of protection and programme activities in refugee camps within the area of responsibility;
- Liaise with the Assistant Protection Officer(National Officer) who is responsible for promoting administration of justice in the camps (moving from the camp-based traditional justice mechanisms towards Mediation and Dispute Resolution Guidelines/ mechanism and Thai justice system) in close co-operation with NGO providing legal assistance, the refugee community and its leadership, and relevant

branches of the local authorities in order to understand the AOJ work and its linkages with children and women protection activities/issues ;

- Regularly participate and taking the lead of different protection/coordination platforms set up in camps (Camp Co-ordination Meetings/ Protection Working Group) in close dialogue with operational/implementing partners and the refugee community;
- Work on specific protection-related assessments, research or interventions, such as capacity-building to strengthen the civilian nature of the camps, community development for enhanced protection in camp and protection training for selected groups - camp-based staff of NGOs, community based organizations, etc. - in the field of refugees, humanitarian and human rights law.
- Following up on the development and implementation of Sexual- and Gender-Based Violence (SGBV) Standing Operational Procedures (SOPs), SGBV strategy and UNHCR Child Protection framework including child protection referral system on the ground in co-operation with implementing and operational partners, submit analytical reports, make assessment and recommendation through written reports on issues related to SGBV, CPRS and women and children in general;
- Organize and facilitate workshop/trainings in consultation with the Protection Officer (in or with out collaboration with other colleagues in the office or with partners relevant staff) on children and women related protection issues
- Overseeing protection related database maintained at Field Office in Mae Hong Son;
- Closely follow the implementation of projects under the geographical area of responsibility with the assistance of the Field Associate (responsible for monitoring of the sub-projects funded by UNHCR) and ensures the provision of the agreements signed with the implementing partners is adhered to;
- To ensure that the written reports are submitted regularly on the implementation of projects by the Field Associate and prepare written reports on the protection situation in the operational area especially concerning children and women related issues;
- Providing technical guidance and support to the local staff on a wide range of protection issues;
- Undertaking any other duties as assigned or required by the Protection Officer.

QUALIFICATIONS AND EXPERIENCE:

Qualifications:

University degree in law (preferably specialization in refugee law, human rights and Humanitarian law or other related field. BA/LLM and 4 years of work experience or MA/LLM (or JD) and 2 years of work experience.

Experience:

A minimum of two years' relevant experience. Field experience is a plus.

Skills:

Excellent written and verbal communication skills in English; outstanding analytical skills; a team player who can support and motivate colleagues in a multi-cultural team.

Competencies required (indicate the 4 most relevant competencies required to properly carry out the duties and responsibilities within the context of the posting)

PT04 Providing Legal Support and Advice

PT05 Promoting Refugee Law/Protection Principles

PT06 Protecting Refugees and Other Persons of Concern at Field Level

PG03 Forward Planning at Point of Delivery.

PG13 Implementing Field Operations

Training components and learning elements:

Training components:

Relevant briefing and training conducted by colleagues at FO Mae Hong Son and Thailand

Learning elements:

- write assessment reports
- assess project proposals

BACKGROUND INFORMATION:

UNHCR Field Office is based in District Muang, Mae Hong Son (provincial capital/town) responsible for the two camps namely Ban Mai Nai Soi camp in Muang District and Ban Mai Surin Camp in Khun Yuan District. The majority of refugees are from Karenni ethnic minority but also from Karen ethnic minority from Kayah State in Myanmar who were compelled to flee from military offences and human rights abuses/violations over the years.

UNHCR works in co-ordination with the Royal Thai Government, NGOs and Community-Based Organizations (CBOs) to ensure that refugees are provided with the necessary assistance and protection. UNHCR explores ways to address the negative effects of the protracted encampment situation by promoting initiatives in the area of livelihood, education and vocational training to advance refugee's self-reliance and reduce their dependency on aid. UNHCR mainly funds and support the protection related activities through RTG and NGOs. UNHCR also facilitates third-country resettlement, currently the only available durable solution. Due to the recent developments and reforms that are taking place in Myanmar since 2011 the durable solution of voluntary repatriation may become a reality in coming future. UNHCR is working closely with all stakeholders and leading the humanitarian coordination process of Voluntary Repatriation process by undertaking and working on preparedness activities for eventual volrep.

At present, UNHCR Field Office Mae Hong Son comprises 3 international and 16 local staff. UNHCR Field Office in Mae Hong Son is located in the provincial capital of Mae Hong Son province in North-Western Thailand. The closest main city to Mae Hong Son is Chiang Mai, the second largest city in Thailand (some 5 to 6 hours mountainous drive by car to cover the distance of approx. 240 kms). There is an airport in the town, where two budget airlines are operating flights between Mae Hong Son and Chiang Mai with daily flights. There are no direct flights to Bangkok but one can take connecting flights from Chiang Mai to Bangkok. Mae Hong Son is one of the hottest towns in Thailand during the summer months (March-May) and gets quite cold in winter months of December and January. During the summer months of March and April there are bush fires (slash and burn) all over the province, which impacts the environment badly and causes health hazards especially for the children, elderly and those having asthma problems. The situation gets so bad that flights are cancelled due to poor weather conditions/visibility due to the smoke. It is one of the poorest provinces in Thailand. There are very high mountains and most of the provincial area is mountainous and borders Myanmar to the west. The province of Mae Hong

Son consists of 07 districts or amphors. Telephone, cable, fax, radio and postal services are available. UNHCR is the only UN agency in town beside IOM. Security Risk Level-Low is in place in Mae Hong Son province. Generally it is safe and relatively inexpensive to stay in Mae Hong Son. There is a government provincial hospital in town which can provide some basic medical treatment while better and advanced medical treatment is available in Chiang Mai and Bangkok. There is no international school in the area.

May 2013