

UNHCR SPAIN VACANCY ANNOUNCEMENT

Date of advertisement: 05/02/2018

Application deadline: 18/02/2018

This is a UNOPS Local Individual Contractor Agreement (LICA) position.

Title: Senior Protection Assistant

Type of contract: **UNOPS Local Individual Contractor Agreement – Level 5**

Location: **Melilla (Spain)**

Duration: **02/04/2018 - 31/12/2018**

General background

The Spanish enclave of Melilla, the only external land border between the EU and Africa (together with the other enclave of Ceuta), is since 2014 one of the main entry points for asylum seekers to Spain, namely for Syrian and Palestinian refugees. The significant protection profile of the arrivals since end of 2013/first half of 2014, including an important number of Syrian families, serious challenges for all persons in need of international protection to access to the territory and seek asylum, led UNHCR Spain to establish in July 2014 a permanent presence in both enclaves for protection monitoring at the border and the identification of protection needs focused on specific needs of UASC, women at risk, survivors of SGBV, etc. as well as capacity building of all local asylum and other relevant actors.

Purpose and scope of assignment

UNHCR aims at supporting a solid and protection sensitive system in Melilla as one of the main entry points to Spain of persons of concern to UNHCR. To that end, UNHCR advocates for the establishment of an early identification and referral mechanism for persons arriving irregularly to the enclave (and elsewhere in Spain) where UNHCR would play an active role. This mechanism would involve multifunctional teams that would identify in a swift manner international protection and other needs and refer the persons to the appropriate protection channels.

In particular, UNHCR presence in Melilla indispensably needs to be continued to actively monitor the borders and support the asylum procedure at the border post, continue to enhance capacity of local actors as well as to identify protection needs among arrivals, mainly of Syrian origin but not only, with increasing vulnerabilities.

This post will focus on active monitoring of access to territory and to asylum procedures of people of concern to UNHCR. In a context of increasing arrival trends and as vulnerabilities are likely to increase it is now key to strengthen protection monitoring and advocacy based on evidence for an improved protection response in the enclaves that includes contingency planning and achieves a more flexible protection and reception system that adapts to the needs of arrivals with consideration of age, gender and diversity related aspects.

The Senior Protection Assistant will be based in Melilla to assess and analyze the situation with regard to access to the territory and access to asylum, legal counselling and information provided to persons of concern as well as in terms of data gathering of profiles of arrivals, applying a strong AGD focus and community based analysis. In coordination and cooperation with the Protection Unit in Madrid, the Senior Protection Assistant will assist to address the gaps when identified.

Work will be carried out in connection with local civil society organizations with the aim to strengthen partnerships and their role in protection activities in the city.

Tasks and responsibilities:

The Senior Protection Assistant will contribute to assess the overall protection situation in Melilla and in particular with regard to access to territory and to the asylum procedures of third country nationals/persons of concern entering into the EU through the enclave.

In coordination with the Field Coordinator in Madrid, the overall direction of the Head of the Protection Unit and as needed with policy guidance from the representative and in coordination with other UNHCR staff, local governmental actors, NGO and other stakeholders, the Senior Protection Assistant will carry out the following activities:

- Monitor and provide feedback to UNHCR Spain on access to territory and access to the asylum procedure, with focus on advocacy for the establishment of and participation in an identification and referral mechanism for all arrivals, with strong AGD focus.
- Carry out border monitoring activities, ensure admission to the asylum procedure of those who wish to apply for asylum, and compile practices at the border including possible irregular returns. Contact and follow up of situation of persons of potential concern and subject to irregular returns in coordination with UNHCR Spain.
- Monitor and support local authorities' practice with regard to formalization of asylum applications and supervise the implementation of the asylum procedure in Melilla, identifying good practices and areas for improvement as well as contributing to formulation of recommendations by the UNHCR Office in Spain.
- Build and enhance international protection capacity of local actors involved in identification and reception of asylum seekers at the border, mainly border police but also lawyers and interpreters among others.
- Identify protection needs as well as specific needs and AGD implications among arrivals and channel them to adequate response mechanisms, and promote adequate referrals to specific channels.
- In cooperation with the Senior Protection Advisor (Community based) support Participatory Assessment exercises among groups of women, children and men, on issues pertaining to access to protection, specific needs and any other issue of concern to UNHCR, with strong AGD focus.
- In cooperation with the Senior Protection Advisor (Community based), locally support UNHCR Spain advocacy strategy for the establishment of adequate procedures for identification of persons with specific needs and their swift transfers to mainland Spain.
- In cooperation with the Senior Protection Advisor (Community based) carry out relevant data gathering on protection needs/gaps, AGD implications and response, trends, routes and profiles of arrivals to better plan and prepare response. Keep record of arrivals and related details with AGD focus in fact sheets.
- Monitor information provided at the border to persons of concern and ensure adequate provision and understanding of information on the possibility to apply for asylum and on rights of persons of concern.
- Provide information on asylum to persons of concern.
- Establish and maintain contacts with local civil society organizations and local authorities including child protection authorities, as required, with the aim to strengthen partnerships and to identify possible new stakeholders .

- Promote use of legal international instruments such as the ECHR and the EU legislation and identify possible cases for litigation on access to territory, access to asylum and non-refoulement.
- Support regular communication with police, Guardia Civil, administrative authorities, and local NGOs in the enclaves, providing detailed account of their responsibilities, capacities and training needs to the UNHCR Office in Spain.
- Support UNHCR Spain with participation in relevant fora and in meetings as required.
- Support UNHCR Spain's communication strategy on access to territory and protection in the enclaves.

Qualifications and experience

Education

- Completion of Secondary education; Training in International Development, Cultural Studies, Human Rights, Political Science, International Law or other clearly related disciplines (required).
- Knowledge of international human rights law and refugee law, including EU asylum law and institutions, Spanish asylum and migration legal framework, trafficking in human beings legal framework and protection mechanisms and child protection mechanisms including BID procedures (desirable).
- Computer skills (MS Office, including Excel, Word, PowerPoint, Access) (required).
- Fluid command of Spanish and English (required); French and/or Arabic (desirable).

Work experience

- Relevant job experience (minimum 4 years) of which some time in the Spanish asylum/migration system (required).
- Good knowledge of AGDM methodologies (desirable).
- Experience in border monitoring projects (desirable).
- Experience in refugee status determination procedures and quality assurance mechanisms (desirable).
- Experience in capacity building to external partners (desirable).

Key competencies

- Excellent skills to manage relations with external partners (required).
- Strong interpersonal and cross cultural skills and flexibility (required).
- Capability for change and to adapt to different situations (required).
- Good drafting skills both in Spanish and in English (required).

How to apply - PLEASE READ CAREFULLY:

Please submit your **signed Personal History Form (PHF, [PHF Supplementary Sheet](#))** in English by e-mail with the vacancy title “Senior Protection Assistant (Melilla)” in the subject line to spamavac@unhcr.org no later than 18/02/2018.

Please be aware that this will be a local contract for which **having a valid working permit in Spain is required.**

Only complete applications submitted by e-mail with a signed PHF form will be considered.

E-mails without vacancy title “Senior Protection Assistant (Melilla)” in the subject line will not be considered.

No late applications will be considered.

Shortlisted candidates will be required to sit a written test.

Only applications from candidates who are short-listed will be acknowledged.