



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



Vacancy Announcement

Child Protection Coordinator LDC

Deadline for Applications	02 September 2020
Contract Type	Limited Duration Contract 6 months (applies to external candidates and internal candidates on LDC); renewable; Appointment subject to funding confirmation.
LDC Band	Band G
Vacancy Announcement Number	LF/19/2020
Duty Station & Department	Lebanon Field Office – Protection Unit

UNRWA encourages applications from qualified women and 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 professionals like you.

UNRWA's human development goals

UNRWA is funded almost entirely by voluntary contributions from UN member states, regional bodies, business foundations and individual contributions. UNRWA has identified four human development goals as the focus of the Agency's operations in committing to fostering human development of Palestine refugees by helping them to: lead long and healthy lives, acquire knowledge and skills, achieve decent standards of living and enjoy human rights to the fullest possible extent.

How can you make a difference?

You will be joining a team of around 3000 staff in the Lebanon Field Office working to foster the human development of registered Palestine refugees.

The main responsibilities include:

Technical advice and guidance

- Provides expert advice and support to the Lebanon Field Office to increase the capacity of the Agency with respect to child protection, including the provision of technical assistance to the Protection Unit and to other UNRWA departments, in order to ensure that UNRWA services and programmes take into account child protection principles and integrate child protection interventions when relevant.
- Provides input on child protection in UNRWA planning process including on the design and implementation of community-based child protection initiatives and of activities for children and caregivers

Programme management and capacity building

- Develop situational analyses and child protection project proposals.
- Ensure timely mobilization, planning and expenditure of funds for child protection;
- Plans for and lead the roll out of the Addressing Violence Against Children Plan of Action in Lebanon Field Office, including updating and following up on the implementation of the plan of action with UNRWA departments and external partners
- By collaborating with UNRWA departments, identifies child protection capacity building needs among UNRWA staff and frontlines and provides support to develop training plans to address them
- Manage a Community Support Associate.

Coordination and reporting

- Oversees the collection and documentation of accurate and timely data on child rights grave violations during armed conflict and, where necessary, oversees the development of analysis on trends and patterns to support response strategies and advocacy;
- Support relevant reporting processes within the agency and to donors;
- Develops close working relationships and strategic partnership with a range of child protection system actors including national authorities, UN agencies and Lebanese and Palestinian NGOs, and represents UNRWA at the inter-agency Child Protection Working Group (CPWG) in Lebanon, and other coordination mechanisms.

Conditions of service

Limited Duration Contract (LDC- Band G)

Monthly basic salary USD 2,088.20 + SPLA USD167

Other benefits include compulsory medical insurance, 30 days of annual leave pre-rated to the duration of the contract where less than one year, and family allowance (if applicable).

To qualify for this position, you will need:

Education	Advanced university degree from an accredited educational institution, in International Law, Social Science, Social Work, Political Affairs, International Relations, or a related field; A bachelor university degree may be accepted
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instead of an Advanced degree providing the candidate has at least 10 years' experience.

Work experience

At least seven years of relevant work experience in the field of child protection (preferably direct implementation and management of child protection programmes as well as systems building experience), either for UN agencies or NGOs;

Language(s)

Excellent command of spoken and written English and Arabic

You will also need to demonstrate the following competencies:

- Ability to establish and maintain effective working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Knowledge of best practice approaches to child protection;
- Planning and organizing skills to develop both individual work-plans, but also coordination with other colleagues in order to achieve specific tasks and projects;
- Ability to coach, mentor, train and build capacity;
- Excellent verbal and written communication skills including experience in synthesizing information into reports and presentations;
- Excellent interpersonal skills, leadership, mature, disciplined and self-confident;
- Good team player with initiative and an ability to work under pressure and to prioritize effectively

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

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

Recruitment in UNRWA Lebanon – How it works:

<https://jobs.unrwa.org/frmFieldAnnouncementsList.aspx?id=3>

Who we are

For over 70 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: 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. All candidates are required to carefully fill the Personal History Form, bearing in mind that the information included in it must be true, complete and correct in all respects. Any misrepresentation or material omission would lead to the disqualification of the candidate, and any internal candidate would be liable to termination." Applications and amendments will not be accepted after the deadline of the vacancy announcement. 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. **Please ensure that the e-mail address that you will indicate in your Personal History Profile is accurate, candidates shortlisted for test or/and interview will only be contacted by e-mail. No follow up phone calls will be made.** **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.**

Equivalency

Candidates with an equivalent combination of relevant academic qualifications, professional training and progressive work experience may also be considered.

General information

This vacancy notice is open to internal and external candidates. **As an Area post, preference will be given to local candidates already based in the duty station of the post.** Only candidates residing in Lebanon with authorization to work in that duty station at the time of application are eligible to apply. The Agency will not assume responsibility or accountability to support or facilitate the issuance of work permit in the duty station, and without a valid work permit, the appointment may be rescinded".

During and after the completion of the recruitment process, candidate's request for review will be considered and looked into within 48 hours from the formal notification by UNRWA, request received after that will be ignored.

UNRWA is a United Nations organization whose staff are expected to uphold the highest standards of integrity, neutrality and impartiality. This includes respect for and commitment to human rights, diversity, and non-violent means of dealing with all kinds of conflict. UNRWA staff are expected to uphold these values at all times, both at work and outside. 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: 24 August 2020