



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



Vacancy Announcement

Social Worker,

Deadline for Applications	13 October 2020
Contract Type & Duration	Employment Roster (3 per area)
Grade	11
Vacancy Announcement Number	LF/34/2020
Duty Station & Department	All Areas - Relief and Social Services

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:

- Conducts comprehensive social intervention assessment for individuals and families identified as being in need of social intervention and develops individual social intervention care plans in participation with the individuals/ families accordingly and using a strengths-based approach;
- Provides social support including psycho-social counselling to individuals and families based on a designated intervention care plan at household or facility level as appropriate;
- Identifies – where adequate external services are available - the need for referral to other UNRWA services and/or to external agencies and facilitates such referrals and follows up such referrals as part of the social intervention care plan to ensure appropriate care is provided;
- Documents all case work promptly and carefully in line with social work principles and values, and maintains accurate records of all cases using relevant social intervention databases;
- Facilitates and supports community based initiatives and activities targeting women, children, youth, elderly and persons with disability and the community at large as being complementary to social intervention where this has been identified as a conducive intervention to ongoing case work objectives at the individual and family level;
- Maintains good working relations with various partners and stakeholders to increase refugees access to quality services provided by external partners;
- Performs other duties as may be assigned by the supervisor(s).

Conditions of service

Employment roster, Grade 11

Monthly basic salary USD 1,187.60 + SPLA USD 167

Other benefits include monthly Provident Fund contribution (15.2% of basic salary paid by the Agency), compulsory medical insurance, 30 days of annual leave, and dependency allowance (if applicable).

To qualify for this position, you will need:

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| Education | University degree in social work, sociology, psychology, guidance and counseling or other related discipline. |
| Work experience | At least three years' experience in providing social work, psycho-social support or counselling in developmental /humanitarian programmes in governmental, non-governmental or NGOs organizations |
| Language(s) | Good command of spoken and written Arabic and English. |

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. In addition, the following Functional Competencies apply:

- Applying Technical Expertise
- Analysing
- Learning and Researching

Additional Information:

- The incumbent is required to travel within the Field in the course of duty and, thus, must be willing and capable of driving an Agency vehicle;
- The incumbent may be required to undertake professional in-service training as directed in the field of assignment.

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: 23 September 2020