

UNHCR INTERNAL/EXTERNAL VACANCY NOTICE

Recruitment under UNOPS contractual scheme

Title of Position: **Sexual Gender Based Violence (SGBV) Assistant**
Location: **UNHCR Belgrade**
Category and Level: **LICA 4**
Duration: **6 months initially**
Closing date: **21 April 2017**

1. General Background

(Brief description of the national, sector-specific or other relevant context in which the individual contractor will operate)

In 2015, Western Balkan countries, including Serbia, faced an unprecedented number of refugees /migrants on their way to Western Europe. As a result, UNHCR declared an L2 emergency situation in Greece, FYRoM and Serbia as of 30 June 2015. By the end of 2015, some 850.000 refugees/migrants transited through Serbia. In the first quarter of 2016, this figure stood at some 100,000 people. Majority of these persons come from refugee producing countries, i.e. Syria, Iraq and Afghanistan. After the *de facto* closure of the Western Balkan route in March 2016, some 2,000 people remained in Serbia at the time. However, an estimated 200-300 persons continued arriving irregularly through green borders from Bulgaria and former Yugoslav Republic of Macedonia. Currently, there remain over 8,000 refugees/migrants in Serbia, of which over 80% are accommodated in ten governmental facilities.

UNHCR Representation in Serbia has been providing support to the Government of Serbia and civil society to respond effectively to the humanitarian and protection needs of the refugees/migrants in the country, particularly by:

- A. Supporting the Government of Serbia in strengthening its asylum system in line with applicable international standards;
- B. Stepping up protection and border monitoring through the establishment of a regular presence of UNHCR and its partners at key locations.
- C. Assisting the government and civil society in promptly identifying and addressing acute protection, humanitarian and basic needs among the present population and new irregular arrivals.

UNHCR will coordinate and promote the implementation of this strategy within the framework of the Refugee Coordination Model with the government, civil society (IPs and Ops) and other relevant international and national stakeholders.

2. Purpose and Scope of Assignment

Under the supervision of the Protection Officer, the staff member will undertake the following tasks:

- Individual SGBV case work according to the SGBV procedures; in accordance with relevant UNHCR protection standards, ensuring appropriate case tracking and follow-up of cases.
- Support staff and partners in the strengthening of a functioning SGBV system: identification, assessment, referral, response and assistance, monitoring and documenting of cases of children at risk.
- Support the organization of and trainings on topic of SGBV.
- Contribute to effective SGBV reporting and information management through the provision of disaggregated data on populations of concern and their problems.

- **Contribute to the systematic application of participatory, community and rights-based approaches, ensuring that children, adolescents and youth are included, as appropriate, in participatory assessments and community-based protection initiatives.**
- **Contribute to capacity-building initiatives for communities, including children, adolescents and youth to assert their rights and to strengthen community-based SGBV prevention and response initiatives.**
- **Participate in the updating, implementation and monitoring of SGBV related SOPs for the operation.**
- **Support the implementation of the SGBV aspects of the operation's Protection Strategy and programming in relation to individual case management.**
- **Support other of SGBV activities and initiatives in coordination with colleagues in the operation.**
- **Contribute to the implementation of UNHCR SGBV strategy, and specifically in Serbia.**
- **Support government-led SGBV response in close collaboration with staff and partners.**
- **Follow-up and support on SGBV individual cases, including referrals for various types of interventions and response to specific needs.**
- **In collaboration with colleagues, promote and find durable solutions for SGBV survivors.**
- **Work in cooperation with authorities and partners on SGBV issues.**
- **Support other SGBV related activities.**

3. Monitoring and Progress Controls

(Clear description of measurable outputs, milestones, key performance indicators and/or reporting requirements which will enable performance monitoring)

- **Timely identification, treatment, response and monitoring of SGBV cases;**
- **Staff and partners empowered and trained on SGBV issues and procedures;**
- **Data management and reporting of SGBV accurate and updated;**
- **SGBV related SOPs updated and implemented;**
- **Age, Gender and Diversity (AGD) perspective is systematically applied, integrated and documented in all activities throughout the assignment;**

4. Qualifications and Experience

University degree in Social Work, Social Science, International Refugee or Human Rights Law, Political Sciences or related areas.

a.Desirable Qualifications and Skills:

- **Knowledge / awareness of UNHCR's SGBV strategies;**
- **Knowledge of community communication and engagement approaches;**
- **Knowledge / awareness of cross cultural issues, especially in the context of SGBV;**
- **Knowledge / awareness of gender issues and how to apply rights and community based approach to identify and respond to specific needs;**
- **Previous experience in SGBV protection is required;**
- **Previous experience in working with communities;**
- **Skills in conducting trainings and exercises with large groups of people (e.g. trainings, participatory evaluations);**
- **Excellent drafting and analytical skills;**
- **Excellent interviewing and counselling skills;**
- **Ability to manage information, in a confidential manner, and to use database management systems;**
- **Ability to conduct individual and group assessments and to identify protection risks, to liaise with partners and pro-actively find solutions.**
- **Computer skills (in MS Office)**

Languages: fluency in English and Serbian

b. Work Experience

Minimum 2 years of work experience with children, individual case work (managing interviews, conducting assessments, counselling, case advocacy and management, identifying solutions, etc.)

c. Key Competencies

- Ability to assess and analyse the situation and carry out follow-up actions
- Demonstrate the ability to analyse, adapt to, and work effectively in a variety of situations, often under demanding conditions and to cope with the unforeseen or unexpected.
- In both professional and personal situations, demonstrates the ability to behave in a way which is appropriate to a member of UNHCR staff. Shows self-control, perseverance and resilience in the face of pressure or adversity
- Good communications and writing skills

Cross-Functional Competencies:

- Analytical Thinking
- Planning and Organizing
- Stakeholder Management

The applications accompanied by the motivation letter, completed P11 form (available at the internet address below) quoting the relevant Vacancy, must be received latest by

21 April 2017, at the following address:

UNHCR/Human Resources, Krunska 58, 11000 Belgrade or

e-mail address: srbbe@unhcr.org

Only the short-listed candidates will be contacted
Candidates must be the nationals of the country or its legal residents

<http://www.unhcr.rs/opste/radite-sa-nama/radna-mesta.html>

Belgrade, 13 April 2017