



POSITION DESCRIPTION (Protection Rapid Responses Register)

POSITION DETAILS

Position Title:	Field Officer (Protection)
Location/s:	Various (Worldwide)
Commencement Date:	Immediate deployment
Duration:	6 months
Position Type:	Full Time
Application Closing Date:	NA – Ongoing recruitment

Short listed applicants will need to provide evidence of Permanent Residency or Citizenship in Australia or New Zealand.

RAPID RESPONSE REGISTER

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Austcare's Rapid Response Register (RRR) is a roster of professional protection practitioners available for deployment to United Nations agencies for periods of 3-12 months. The RRR aims to enhance the capacity of the UN and humanitarian agencies in times of sudden or chronic emergencies. This register is the only mechanism in Australia focused solely on protection deployments. The register:

- *enhances the protection capacity of UN agencies* in emergencies and ongoing humanitarian crises through the quick deployment of professional protection practitioners; and
- *increases Australian expertise on protection issues* by developing a pool of specialists who can be called upon to assist in emerging and ongoing crises.

Deployment of experts through the RRR is part of the Austcare *Protect Now* Program that also includes research, looks at integrating a protection approach to Austcare's humanitarian and development programs, policy, advocacy and engages the Australian legal community through the Australian Protection Chapter.

Successful applicants will be included on the RRR for overseas deployment. Members of the Register also have the opportunity to work with Austcare in our country programs in protection positions.

MAIN PURPOSE OF POSITION

Seconded to humanitarian agencies in field locations abroad, the Protection Officer will work with the UN agency on programs with internally displaced people (IDPs), returnees, refugees and minorities. Key aspects of the position include monitoring and reporting, program support, advocacy and liaison, capacity building, and assisting aid delivery.

KEY ROLES AND RESPONSIBILITIES

The duties of the incumbent may include:

1. Monitor all protection issues and coordinate with concerned local authorities and through direct contact with the population, returnees, refugees and displaced persons, and in cooperation with other UN Agencies, IOs and NGOs present in the area. Alert the Head of Office on violations of human rights with recommendations on follow-up actions to be taken.
2. Assess humanitarian assistance needs of returnees, refugees, minorities and displaced persons, taking into consideration the particular needs of vulnerable groups, such as women, children and the elderly. Initiate humanitarian assistance programmes in cooperation with local authorities and aid agencies. Monitor delivery of humanitarian assistance, especially to vulnerable groups.
3. Analyse political/social situation in the area in view of return of refugees to their place of origin; provide advice to potential returnees on safety and security issues as well as living conditions in the respective areas.
4. Promote the respect of human rights through contacts with community leaders. Act as a mediator between displaced persons and local authorities or political groups. Propose and negotiate confidence building measures between groups/persons; initiate discussions towards the reconciliation of differences between ethnic and political groups.
5. Initiate measures to raise awareness of protection issues, such as the rights of minorities, children and women. Work with academic institutions, law enforcement officials, immigration and border authorities for effective protection of refugees, asylum seekers and displaced persons.
6. Undertake regular field trips to areas with high concentrations of refugees/returnees/displaced persons to ensure a constant presence and protection.
7. Assist in the development and implementation of voluntary repatriation or local integration activities.
8. Prepare periodic and annual reports on protection activities within the assigned region for submission to the head of office and headquarters. Prepare reports concerning protection with succinct recommendations to intervene at the country level with appropriate authorities.

KEY INTERNAL AND EXTERNAL RELATIONSHIPS

- Members of the displaced/ refugee community and host communities.
- Staff at all levels within the agency and representatives of Austcare, UN agencies, UN missions, international and local NGOs.
- Representatives of the government, including local authorities such as police, administrative departments and health officials, and (depending on the context) armed elements.
- Delegations, donors, government officials and partners in universities and research institutes.

KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED

Essential Criteria & Competencies

1. At least **two years hands-on experience (preferably with an aid agency overseas)** working with refugee, displaced or vulnerable communities in the areas of legal protection, emergency relief, humanitarian aid, community services, international or community development, human rights or related areas.
2. **Advanced university degree** in law, political science, international relations, development, social sciences or a related field;
3. **Excellent knowledge** of refugee issues, the United Nations system, human rights and humanitarian law, post-conflict reconstruction and international development.

4. **Demonstrated commitment to and understanding of protection and rights** of refugees, displaced people and other conflict-affected people;
5. **Excellent communication (spoken and written) skills** – particularly the ability to effectively and sensitively communicate with people from diverse cultural backgrounds;
6. **Planning and organisational skills** – Ability to coordinate the work of others, work to tight deadlines under pressure and handle multiple concurrent projects/activities;
7. **Ability to work in a team** – Excellent interpersonal skills; ability to establish and maintain effective partnerships and working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
8. **Fully proficient computer skills** – Strong competency in the use of relevant software and other applications, such as word processing, spreadsheets, internal databases, Internet, etc;

Desirable Criteria

9. **Proficiency in two or more languages** including English (*French and Arabic are particularly desirable*);
10. **Extensive experience working with international aid agencies** overseas.

APPLICATION PROCEDURE

The key components of the recruitment process for being accepted onto our register are outlined below. Suitably qualified applicants are encouraged to submit an application.

- A.** You must be an **Australian or New Zealander** citizen or permanent resident to be considered.
- B.** You must submit (preferably by email) an RRR application that contains both:
 1. **Statement** (no more than 3 pages) addressing the essential and desirable **selection criteria** as outlined above.
 2. Brief **Curriculum Vitae** (please submit a regular CV rather than a UN P11 form).
 Applications that do not contain both these components may not be considered.
- C.** Series of interviews/ discussions.
- D.** Humanitarian Security Training and Police Check.

Applications to be submitted to Austcare Rapid Response Register addressed to:

Austcare Rapid Response Register Applications
 C/ Mary Fogarty
 Locked Bag 5515
 Camperdown NSW 1450
 Australia
 FAX: +61 2 9550 4509
 EMAIL: register@ austcare.org.au

When submitting your application by email (and this is preferred) please complete the email subject line with: **RRR App. [your name]**. If you are applying specifically with Child Protection skills please also include **CP** in the subject line.

For enquires please consult our website www.austcare.org.au (the FAQ's about the RRR should be helpful) and/ or contact Mary Fogarty, Protection Register on +61 (0) 2 9565 9137.

We look forward to receiving your application and thank you in advance for your time in applying.