



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés



EXTERNAL VACANCY ANNOUNCEMENT

Post Title: Liaison Associate CRR (MIRPS) G6
Contract Type: Temporary Appointment
Duty Station: UNHCR National Office- Guatemala
Duration: 1 May 2018 to 31st December 2018
Deadline for applications: 17 April 2018

I. GENERAL BACKGROUND:

On 19 September 2016, the United Nations General Assembly adopted the New York Declaration on Refugees and Migrants, calling for greater burden sharing by the international community to support the world's largest refugee hosting states. The New York Declaration called on UNHCR to develop and initiate the application of the Comprehensive Refugee Response framework (CRRF) in close coordination with relevant states and in collaboration with relevant UN agencies, applying a multi-stakeholder approach. The objectives of implementing the CRRF are to: (i) ease pressure on host countries; (ii) enhance refugee self-reliance; (iii) expand access to third-country solutions; and (iv) support conditions in countries of origin for return in safety and dignity.

UNHCR, together with partners and with the lead of host country governments, applied the CRRF in a number of roll-out countries in 2017. The CRRF (*MIRPS/ Marco Integral Regional de Protección y Soluciones*) has been applied in 6 countries in the Americas (5 Central American countries including Guatemala, and Mexico).

Guatemala has developed a CRRF (MIRPS) national chapter. Given the new approach that it tries to inject to the response to displacement, as well as the need to involve a wide array of stakeholders, it was deemed important to strengthen the capacity of UNHCR to communicate effectively around this issue, particularly on the objectives of the roll out; achievements; implementation; challenges as well as role of actors involved, including UNHCR.

The New York Declaration and the CRRF stress the need to engage development actors in a sustainable response for refugees and host communities. The CRRF promotes inclusion of refugees in the delivery of national services, such as education and health, as well as national development plans and programmes, supporting these priorities were possible. The CRRF aims to bring on board partners into the refugee response, including those who have been less

involved in refugee response, by mobilising their respective areas of expertise and interest to contribute to a broad-based response. The roll-out of the CRRF (MIRPS) Guatemalan national chapter requires intensive efforts, including consultations with a broad range of internal and external interlocutors at national, regional and department levels – in particular the various government offices which need to be involved as part of the CRRF (MIRPS) roll-out.

Against this background, UNHCR is hiring a Liaison Associate (CRRF) as part of support staff with the dedicated role to support the roll-out and implementation of the national chapter of the CRRF (MIRPS) in Guatemala. The Liaison Associate reports directly to the Head of the National Office in Guatemala, and forms part of the CRRF/Solutions team led by CRR (NOA). The Liaison Associate will benefit from functional guidance from the Programme and Protection Officers in the National Office, and work closely with Programme and Protection Units. S/he will also benefit from support from technical units at Regional Office in Panamá and HQ as appropriate and under the overall direction of the Regional Representative. S/he is also expected to stay abreast of the challenges posed to the region by the political context, the UN and humanitarian reform and institutional developments.

Organizational Context:

The Liaison Associate (CRRF) will be critical in guiding and supporting the development and implementation of a comprehensive response at the regional and department level (i.e. Petén, Izabal, San Marcos, Huehuetenango, Chiquimula). The Liaison Associate CRR (MIRPS) will have extensive contacts with both internal and external counterparts and partners in Guatemala. Within UNHCR, the Liaison Associate CRR (MIRPS) will establish close working relations with the relevant staff working in the community services, protection, program, and field sectors. Key external partners will include department authorities, and other staff of relevant governmental departments, UNHCR implementing and operational partners, other International and Local NGOs, development agencies, and the UN Resident Coordinator, supporting the UN Joint Peace Building Fund programme, and other actors engaged in humanitarian and development initiatives in the relevant departments. The Liaison Associate CRR (MIRPS) will be a key interlocutor with the department authorities and will have to identify and actively partner with other actors and structures potentially able to contribute to the strategies and solutions for refugees, persons in transit and returnees with protection needs.

II. DUTIES AND RESPONSIBILITIES

The Liaison Associate (CRRF) will provide support on the application of the CRRF in Guatemala, as follows:

1. Support development and implementation of new engagements and interventions under the CRRF (MIRPS) national chapter

- Institutionalising solutions-oriented approaches within UNHCR and partners through training sessions and participation in all planning processes
- Reporting on implementation of new partnerships and projects
- Support regular mapping exercises of the relevant border departments (i.e. Petén, Izabal, San Marcos, Huehuetenango, Chiquimula), liaising with sector specialists, to determine gaps, capacity and comparative advantage of different actors

2. Engaging local governments,

- Support the Assistant CRR Officer in liaising with the Department Authorities as part of developing these relationships and effectively engage on department level

development. Key activities will include being part of department planning processes, developing gap and needs assessments, advocacy for inclusion of refugee areas in planning documents and budgets.

3. Support the development of key partnerships with development actors and private sector

- Develop and manage partnerships with development actors and private sector
- Develop linkages with existing programmes/projects in the departments to bring them closer to/within the solutions for refugees, persons in transit and returnees with protection needs.

4. Overall support to the CRRF (MIRPS) /Solutions team

- As a member of the CRRF (MIRPS) / Solutions Team in Guatemala, participate in meetings and support all other processes that are relevant and related to durable solutions and the CRRF (MIRPS).
- Undertake activities assigned by the Assistant CRR Officer or CRR regional coordinator.

FUNCTIONAL STATEMENT

Accountability

- Information provided to the external parties is correct and duly approved by the Head of the National Office.
- All drafts of relevant correspondence and reports are prepared in time and as per requirements.

Responsibility

- Assist in the establishment of close working relations with officials in various ministries especially Ministry of Foreign Affairs (MFA).
- Inform the Head of the National Office and the Assistant CRR Officer on a continuing basis of relevant information on the outcome of discussions with MFA on various issues.
- Accompany the Regional Representative/Deputy Representative and Headquarters visitors on missions and meetings.
- Draft correspondence and reports as required.
- Assist in preparation for different visits and missions to the operation.
- Undertake other duties as required.

Authority

- Initiate upon request of the Head of the National Office the contact with the relevant external parties on various issues.
- Coordinate with different units in the office that information presented to the MFA is duly verified and endorsed by the Head of the National Office and the Assistant CRR Officer.

III. QUALIFICATIONS AND EXPERIENCE

- Completion of secondary education with post-secondary training/certificate in a related field.
- Minimum 6 years of work experience relevant to the function.
- Fluency in English

- Excellent computer skills including excel, word and power point
- Proven drafting and reporting skills
- Good knowledge of UNHCR operations and good political awareness.

Applicants should include a recent curriculum vitae or United Nations Personal History Form (P 11), contact telephone number/E-Mail and reference to the Vacancy Notice Number.

Applications should be addressed to:

Regional Associate Human Resources Officer
UNHCR Regional Office in Panamá

All applications should be forwarded electronically to email address panpava2@unhcr.org and guagu@unhcr.org

Hard copies are not accepted and will not be considered.

Deadline for submission of application: 16.04.2018

Guatemala, 9 April 2018