Format Job Description

GENERAL INFORMATION
Title of the post: Associate Protection Officer (JPO)
Sector: Protection
Location: Mexico City, Mexico
Duration of the assignment: 1 year with possible extension 2nd year.

SUPERVISION
Title of supervisor: Representative, P5
Content and methodology of the supervision:
The incumbent will receive direct supervision from the Representative on the day-to-day performance of his/her duties.

DUTIES AND RESPONSIBILITIES

- In close coordination with the Representative, direct the international protection activities in the office.
- Lobby for the approval of the Refugee Protection and Complementary Protection Law bill and support the government counterpart in the drafting of regulations once the new law is approved.
- Represent the office in interagency, national and international for on protection issues.
- Provide technical support to the Government for national refugee status determination procedure, with particular attention to differentiated procedures for unaccompanied children, victims of trafficking, torture and SGBV.
- Support the office on its activities aiming at facilitating the local integration of the refugees, such as promoting their equal access to the rights and services in their country of asylum.
- Serve as the focal point for individual cases of voluntary repatriation and resettlement cases.
- Serve as focal point for unaccompanied children issues.
- Conduct capacity-building and raise-awareness activities on International Refugee Law for Government officials, partners and civil society.
- Provide analysis on asylum issues in Mexico
- Perform other duties as may be directed by the Representative.

QUALIFICATIONS AND EXPERIENCE

Qualifications: University Degree in Law, International Law, Political Science or related field. LLB/BA and 4 years of relevant experience or LLM/MA.

Experience: Two to four years relevant experience in humanitarian/legal work at the international level desirable.

Skills: Very good interpersonal skills and excellent written and oral communication skills in Spanish and English.

Competencies required
PT02 – Protecting refugees and other persons of concern to UNHCR
PT03 – Establishing eligibility for refugee status
PT05 – Promoting refugee law/protection principles
PT06 – Protecting refugees and other persons of concern at the field level
PT07 – Providing protection information

Learning Programs

- The JPO is expected to learn, and be conversant with the legal and protection instruments applied by UNHCR in the provision of assistance, and the search for durable solutions for refugees.
- Knowledge is expected to be acquired in Refugee Status Determination (RSD) procedures in UNHCR.
- The incumbent's negotiation skills are expected to improve by the end of the assignment as his/her work will involve interventions with the government on the implementation of the legal framework of asylum, and respect for the principle of non-refoulement.
- The JPO will be involved in the drafting of protection assessments and in the design of the Country Operations Plan for the office. Drafting/Communication skills in both English and Spanish are expected to improve by the end of the assignment.

BACKGROUND INFORMATION

Office/Staffing

UNHCR is represented by a Country Office located in Mexico City, Mexico. There is also a Field Office at Tapachula, in Chiapas State, located on the Mexico/Guatemala border. The Office in Mexico City is staffed with one international personnel, six local staff and two UNVs. The Field Office Tapachula is staffed with one international personnel and two local staff.

Assistance Programmes

UNHCR offers assistance to refugees in the countries covered by the Office through five (5) implementing partners. The assistance programmes include:

- Local settlement including legal and material assistance to some 1,331 refugees and asylum seekers (December 2009) from Central America, Haiti, Colombia, and also from Ethiopia, Eritrea, Congo, etc.

In addition to the above, UNHCR has a very important intervention in Tapachula in the Chiapas State of Mexico, and located at the Guatemalan/Mexican border. It is the entry point of hundreds of thousands of undocumented migrants into Mexico, mainly from Central American countries, and also from other regions and continents. Among this flow of people -over 250,000 per year- there are persons in need of international protection, notably very vulnerable individuals such as unaccompanied children and victims of human trafficking. UNHCR ensures the identification of refugees among the mixed flow of persons, to prevent them from being refouled together with undocumented migrants who are deported to their countries of origin.

Together with its government counterpart *Comisión Mexicana de Ayuda a Refugiados* (COMAR), UNHCR endeavours to strengthen the protection framework in the border region, monitors the asylum procedure, ensuring a fair and efficient refugee status determination process and promote the local integration as the most optimal durable solution for refugees in Mexico.

UNHCR also intervenes with the local authorities on issues such as expulsion, refoulement, extradition, arbitrary detention involving asylum seekers and refugees.

April 2010