



UNITED NATIONS ASSISTANCE MISSION IN SOMALIA
(UNSOM)

UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY
THIS POSITION IS OPEN TO LOCAL RECRUITMENT AND DOES NOT HAVE INTERNATIONAL BENEFITS

FEMALE CANDIDATES ARE PARTICULARLY ENCOURAGED TO APPLY

DEADLINE FOR APPLICATIONS : 14 JANUARY 2022
DATE OF ISSUANCE : 16 DECEMBER 2021
FUNCTIONAL TITLE : HUMAN RIGHTS ASSISTANT
LEVEL : GL-5
SECTION : HUMAN RIGHTS AND PROTECTION GROUP
LOCATION : MOGADISHU
DURATION OF CONTRACT : ONE (1) YEAR FIXED TERM
VACANCY ANNOUNCEMENT NUMBER : UNSOM/HRPG/032/2021/SM

Special Notice

This position is funded for an initial period of one year. Extension of appointment will be subject to budgetary approval. This position is subject to local recruitment pursuant to United Nations staff rule 4.4. All staff in the General Service and related categories shall be recruited in the country or within commuting distance, irrespective of their nationality and of the length of time they may have been in the country. Local laws governing employment for non-nationals will be observed by the United Nations. A staff member subject to local recruitment shall not be eligible for the allowances or benefits exclusively applicable to international recruitment.

The candidate is responsible for any travel expenses incurred in order to take-up the appointment. All applicants are strongly encouraged to apply on-line as soon as possible after the job opening has been posted and well before the deadline stated in the job opening.

Interested applicants who are working with UN Contractors must fulfil the obligations of their contracts with the UN Contractors in order to be eligible to apply for this vacancy.

The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position.

Organizational Setting and Reporting Relationships:

This position is based in the Human Rights and Protection Group within the United Nations Assistance Mission in Somalia (UNSOM), in Mogadishu. The Human Rights Assistant will report to the Human Rights Officer.

Duties and Responsibilities:

Within delegated authority, the Human Rights Assistant will be responsible for the following duties:

- Assists the supervisor in the planning of monitoring, investigation and capacity building, including by suggesting most appropriate interlocutors, contributing to initial assessments, taking part of human rights promotional activities, assisting in the development of monitoring questionnaires and assessment surveys, amongst others;
- Assist when required in monitoring activities, including visits to detention facilities, courts, hospitals as required, as thus, is ready to deploy as required;
- Receives and documents complaints on alleged human rights violations;
- Assists in filing the human rights information, including case-related in a relevant, safe and accurate manner, and contributes to team information-sharing systems, and handling of case files;

- Assists in drafting incident and daily reports and contributes to preparation of briefings and other communication materials;
- Attends a variety of meetings, including with civil society, local authorities and human rights actors;
- Assists in the logistical organization of all type of human rights activities;
- Assists in the mapping of information for, human-rights activities including, inter alia, mapping of local authorities, civil society representatives and institutions, local human rights actors, including defenders as well as sources of human rights information, that shall serve for collecting and verifying human rights information, monitoring protection risks, creating referral services for victims and witnesses of human rights violations, etc.;
- Supports the development of contacts and networks with civil society actors including NGOs;
- Monitors local and national media, including social media, and draws attention of team leaders-to information that may be relevant to the work of the human rights component;
- Provides language services as required;
- Makes suggestions for referral of cases to specialized services;
- Keeps abreast of UN developed policies, including those related to human rights work and takes part in human rights trainings;
- Performs other related duties as required.

Competencies:

- **Professionalism:** Sensitivity to the political, social and cultural environment and ability to adjust behaviors accordingly; Awareness of population diversity and of its needs, including of those in vulnerable situations; Some knowledge of domestic legal system; Good understanding of functioning of national institutions; Some knowledge of fundamental human rights principles; Awareness of mission mandate; Ability to gather, verify, evaluate information from a variety of sources; Ability to identify new and better approaches to work processes and to incorporate them in daily work; committed to gender equality; Shows pride in work and in achievements; Demonstrates professional competence and mastery of subject matter; Is conscientious and efficient in meeting commitments, observing deadlines and achieving results; Is motivated by professional rather than personal concerns; Shows persistence when faced with difficult problems or challenges; Remains calm in stressful situations; Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
- **Communication:** Speaks and writes clearly and effectively; Listens to others, correctly interprets messages from others and responds appropriately; Asks questions to clarify, and exhibits interest in having two-way communication; Tailors language, tone, style and format to match the audience; Demonstrates openness in sharing information and keeping people informed.
- **Team work:** Works collaboratively with colleagues to achieve organizational goals; Solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; Places team agenda before personal agenda; Supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Qualifications

Education: High school diploma or equivalent. Training in human rights/social work related is desirable. Trainings on communication, project monitoring, logistical, budgetary and administrative issues an asset.

Experience: Four (4) years of experience in social work, as legal/paralegal or a field closely related to human rights, e.g. supporting community development or humanitarian assistance; experience working with communities or victims; providing administrative/logistical support is required.

Desirable: Developing and/or implementing projects for communities at risk or population in vulnerable situations; working with national/international, legal/human rights standards; in human rights monitoring and

reporting; providing training or participating in information or awareness raising campaigns; project management; assisting individuals at risk; working with NGOs, civil society organizations or as a civil servant.

Language: English and French are the working languages of the United Nations Secretariat. For this position, fluency in English and Somali (both oral and written) is required.

Assessment

Method: Evaluation of qualified candidates for this position may include a substantive assessment which will be followed by a competency-based interview.

How to Apply:

Qualified candidates may submit their applications including their United Nations Personal History form (PHP) to the address mentioned below on or before the deadline. The PHP is on the <https://unsos.unmissions.org/jobs>. Applications submitted after the deadline **14 January 2022** will not be accepted. **Curriculum Vitae (CVs) will not be accepted.** Only shortlisted applicants will be contacted for interview. **FEMALE CANDIDATES ARE PARTICULARLY ENCOURAGED TO APPLY.**

Email: recruitment-unsos@un.org

Kindly attach copies of relevant academic certificates, Passport and or National Identification Card. These are required as part of your application for consideration of eligibility. Please note CID and NISA Certificates are required at a later stage of the recruitment process.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs.

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING).