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## Job Description for Junior Professional Officer Position

### 1. CURRENT / OFFICIAL POSITION DATA

- JPO Position No.:
- JPO Position Title: Associate Community Based Protection Officer
- JPO Position Grade: P2
- JPO Position Location: Addis Ababa, Ethiopia
- Supervisor Position Title: Senior Protection Officer

### 2. OPERATIONAL CONTEXT:

UNHCR has maintained a continuous presence in Ethiopia since 1969, supporting one of the largest refugee populations on the African continent. Ethiopia currently hosts over one million refugees and asylum-seekers, primarily from South Sudan, Somalia, Eritrea, and Sudan. The overall protection environment remains complex, shaped by ongoing internal displacement, mixed population movements, and the need to further operationalize the commitments of the 2019 Refugee Proclamation and the Global Compact on Refugees.

In 2026, UNHCR Ethiopia will prioritize strengthening community-based protection systems, with a particular focus on empowering refugee-led organizations (RLOs) to promote protection, enhance self-reliance, and ensure refugee participation in program design and decision-making.

The Associate Community-Based Protection Officer, based in Addis Ababa, will play a key role in advancing these priorities. The incumbent will support the development and implementation of community-based protection approaches, engage closely with refugee communities and local partners, and contribute to a more inclusive and accountable protection response across the operation.

### LIVING CONDITIONS AT THE DUTY STATION

Addis Ababa is the capital of Ethiopia. The city has an estimated population of 5.7million inhabitants. It is where the African Union is headquartered. It also hosts the headquarters of the United Nations Economic Commission for Africa (ECA), as well as various other continental and international organizations. Staff members reside in commercial accommodation available in town (Check the Travel Advisory for Addis Ababa on UN TRIP site). There is an UN Clinic in Addis and there are limited medical facilities in Addis that are equipped to deal with moderate medical cases. Evacuation opportunities are also limited but the official destination for medical evacuations – Nairobi, Kenya – both, in case of health as well as mental health complications and note that such travels are approved

in line with rules and regulations of the UNHCR Medical Section. Candidates with conditions requiring regular treatment or medical supervision should be appropriately advised.

The climate of Ethiopia and the regions varies greatly. It is temperate on the plateau and hot in the lowlands. Generally, the high elevation of the land affects one's adjustment to the environment. At Addis Ababa, which ranges from 2,200 to 2,600 m (7,218 to 8,530 ft), the maximum temperature is 26 °C (78.8 °F) and minimum 4 °C (39.2 °F). The weather is usually sunny and dry, but the short (belg) rains occur from February to April, and the large (meher) rains are from mid-June to mid-September. The economy of Ethiopia is a mixed and transition economy with a large public sector. The Government of Ethiopia is in the process of privatizing many of the state-owned businesses and moving toward a market economy. However, the banking, telecommunication, and transportation sectors of the economy are dominated by Government-owned companies.

The local currency is the Ethiopian Birr. Foreign currency may only be changed at authorized banks and hotels. The exchange of foreign currency outside the regulated banks (Black Market) is a criminal offense, and international UN personnel caught by police sting operations have been known to be arrested and detained for several days. Any entry or exit of cash in excess of US\$3,000 (or the equivalent in other foreign currencies) must be declared to the customs authority. ATM cash withdrawals are largely available in Addis with withdrawal limit per day of 12,000 Birr from the Zemen Bank ATM. AMEX is generally not accepted. Payment with credit card is possible in a few selected shops and tourism areas, but this form of payment is expanding. There is acceptable access to communication means, such as the internet, telephone sim cards, etc. PAMA is also available at the Offices. Rental housing price ranges from USD1,600 to USD3,000 and higher, depending on the number of bedrooms and of course location. And it is also important to note that there is a custom of 3 to 6 months payment of rent in advance.

### **3. DESIRED CANDIDATE PROFILE**

The desired candidate will bring some background and experience working directly with displaced and refugee communities, and a demonstrated commitment to community engagement and accountability. The candidate should be capable of working effectively in a complex and dynamic operational environment and possess strong analytical, coordination, and communication skills.

#### **1. Professional Experience & Technical Skills**

- Solid understanding of international protection principles, refugee law, and community-based protection methodologies.
- Experience working with refugee and host communities, including community mobilization, participatory assessments, feedback mechanisms, and support to community structures.
- Demonstrated ability to engage with refugee-led organizations (RLOs), local civil society, and government counterparts.
- Experience in areas such as protection monitoring, accountability to affected people, gender equality, youth engagement, SGBV prevention/mitigation, or inclusion of persons with disabilities is an asset.
- Prior field experience in Ethiopia or the Horn of Africa is desirable.

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## 2. Education & Qualifications

- Knowledge of English is essential, working knowledge of a second official UN language next to English is considered an advantage.
- Advanced University degree in Law, Social Sciences/Social Work, Community Development Studies, Human Rights, International Relations, or a related discipline.
- 2 years relevant experience with Graduate degree; or 1 year relevant experience with Doctorate degree

## 3. Core Competencies

- **Strong interpersonal and communication skills**, with the ability to work respectfully and effectively with diverse communities.
- Ability to **analyze protection risks**, identify trends, and contribute to evidence-based programming.
- Proven skills in **coordination, partnership building**, and facilitating participatory processes.
- Strong **organizational and planning abilities**, with the capacity to manage multiple priorities.
- Ability to work independently while contributing to a collaborative team environment.
- High level of **cultural sensitivity**, negotiation skills, and diplomatic engagement with stakeholders.

## 4. Personal Attributes

- Commitment to **humanitarian principles**, protection, and inclusion.
- Ability to thrive in challenging operational contexts and adapt to evolving circumstances.
- Demonstrated integrity, accountability, and problem-solving abilities.
- Motivation to contribute to UNHCR's strategic shift toward **locally led and community-driven protection approaches**.