

## Preliminary Job Information

<b>Job Title</b>	<b>PROTECTION COORDINATOR</b>
<b>Reports to</b>	<b>HEAD OF MISSION</b>
<b>Country &amp; Base of posting</b>	<b>COLOMBIA – BASED IN BOGOTA (WITH FREQUENT TRIPS TO THE FIELD)</b>
<b>Creation/Replacement</b>	Creation
<b>Duration of Mission</b>	6 months (renewable upon performance and funding)

## General Information on the Mission

### Context

Première Urgence Internationale (PUI) is a non-governmental, non-profit, non-political and non-religious international aid organisation. Our teams are committed to supporting civilians' victims of marginalization and exclusion, or hit by natural disasters, wars and economic collapses, by answering their fundamental needs. Our aim is to provide emergency relief to uprooted people in order to help them recover their dignity and regain self-sufficiency. PU-AMI relies on 30 years of field experience in 50 countries in crisis, as well as on the complementarity of its medical and non-medical expertise, to adapt its programs to each context and to the real needs of the most vulnerable populations. The association leads in average 250 projects by year in the following sectors of intervention: food security, health, nutrition, construction and rehabilitation of infrastructures, water, sanitation, hygiene and economic recovery. PUI is providing assistance to around 3 million people in 20 countries – in Africa, Asia, Middle East, Caucasus and Europe.

### Crisis context

Venezuela faces a major political, economic and social crisis, with hyperinflation, acute scarcity of food, medicine and other basic goods and one of the world's highest murder rates. During widespread protests against Maduro's government, dozens of opposition demonstrators have been killed. The July 2017 election of an all-powerful Constituent Assembly closed down almost all remaining democratic spaces, sparking widespread condemnation in the region and around the world. In recent years, almost 4.8 million people left Venezuela to live, mostly, in Colombia, Ecuador, Peru, Argentina, and Chile. In the short term, migration places significant pressures on the provision of services, institutions, labor markets and the social dynamics of the receiving areas, affecting most the vulnerable populations in both the migrant and local communities.

Colombia hosts the largest number of Venezuelan migrants (1.6 million) and between 70,000 and 80,000 Venezuelan citizens cross the border with Colombia every day. While most return to their country the same day, others stay in Colombia. In early February, the Colombian government tightened entry restrictions and security along the border with Venezuela, deploying an additional 3,000 security personnel, and temporarily halted the processing of new border mobility cards. In absolute terms, Bogotá is the city with the largest number of migrants. However, in relative terms, the border areas (Norte de Santander, Arauca and Guajira) are the most affected, with the migrants representing between 2.5% and 5% of the population. These regions have development lags, which limits their ability to absorb migrants.

ICRC state that there is an estimated 400 to 800 'Caminantes', the vast majority being Venezuelan (including People With Specific Needs (PWSN)), using the BGA route from Cúcuta each day, before continuing to any of their destinations. On this route, Caminantes arrive in BGA in poor conditions, after walking 390kms in a time of between 3 and 5 days. Some Venezuelans in Colombia live in precarious conditions, sometimes staying in public installations such as transport terminals, with multiple needs including shelter, protection, food security; health and WASH. Almost 70% of Venezuelans in Colombia are estimated to have irregular migratory status and are particularly vulnerable to violence and exploitation. They lack access to basic services and work. Only 40% of the migrant children are in school, and the migrant population is twice as likely to be unemployed than the local Colombian population.

Increased traffic along illegal border crossing routes has been reported since entry restrictions changed. Armed groups control many illegal crossing points, which leads to protection concerns for people using these crossings. Additionally, initial assessments report a high number of transactional sex practices used as coping strategies by women and adolescent girls, further exposing them to violence, exploitation, early and unwanted pregnancies, and health hazards (sexually transmissible diseases), while unaccompanied and separated children are also exposed to significant risk. Caminantes, especially those without proper legal documentation, who sleep in public areas in and around BGA are also subject to significant discrimination from the local population and pressure from the local authorities who remove them from these spaces.

## PUI's strategy/ current programs

Following many exploratory missions and the confirmation of a project submitted and validated, PUI aims to launch its humanitarian project covering **protection, food security and MHPSS sector**, as well as to develop its positioning and operational strategy in the country for 2020.

In Bucaramanga, PUI aims to mitigate serious protection risks that Venezuelan Caminantes, particularly PWSN, are facing on the dangerous migration route and within Bucaramanga, including exposure to violence, abuse, exploitation, and discrimination. To do so, PUI will partner with a local organization in Bucaramanga to provide accommodation, water and sanitation, and food to Caminantes. Within this Refuge, PUI Staff will also conduct Mental Health and Psychosocial Support (MHPSS) activities, and provide emergency transport, to this refuge.

## Configuration of the mission

<b>BUDGET FORECAST 2020</b>	<b>2, 000,000 €</b>
<b>BASES</b>	<b>BOGOTA OR BUCARAMANGA (WITH FIELD DEPLOYMENTS)</b>
<b>NUMBER OF EXPATRIATES</b>	2
<b>NUMBER OF NATIONAL STAFF</b>	10
<b>NUMBER OF CURRENT PROJECTS</b>	1
<b>MAIN PARTNERS</b>	CDCS
<b>ACTIVITY SECTORS</b>	Protection, Transport, Food Security and MHPSS
<b>EXPATRIATE TEAM ON-SITE</b>	2

## Job Description

### Overall objective

The Protection Coordinator is responsible for the strategic development and technical supervision of PUI's protection programme which aims at promoting the safety and rights to Venezuelan Caminantes in Colombia. The Protection Coordinator is expected to provide technical guidance, support and oversight on all aspects the protection programme including strategy, development, programmatic resources (guidelines, tools, etc.) and capacity building as well as external representation and advocacy.

The Protection Coordinator is ultimately responsible for the overall quality and impact of the protection programme. The Protection Coordinator will also participate and represent PUI in coordination meetings, and other fora as agreed with the Head of Mission.

### Tasks and Responsibilities

- ▶ **Programmes:** Lead on the development of the country Protection Strategy for PUI's response to the protection issues affecting Venezuelans Caminantes in Colombia.
- ▶ **Representation and Coordination:** Represents PUI towards external stakeholders, including humanitarian partners, donors, authorities etc. on ongoing protection needs and trends. Act as PUI focal point for all coordination forums related to protection, including the Protection Working Group, GBV and CP Working Groups, etc.
- ▶ **Human Resources:** Provide technical support on the recruitment and the management of all protection programme staff, including managerial and non-managerial positions. To this end, develop terms of reference, staffing plan, participate in recruitment processes and performance evaluations.

### Specific objectives and linked activities

#### 1. DEVELOP AND LEADS THE IMPLEMENTATION OF PUI'S PROTECTION STRATEGY IN COLOMBIA

- ▶ Leads on the development of PUI's protection strategy and oversee its successful implementation
- ▶ Ensure that the strategy is informed by sound analysis, with consultations with teams and key stakeholders and that the protection strategy is driven in promotion of PUI's values, culture, and that the strategy is gender and conflict sensitive.
- ▶ Develop and undertake needs assessments to inform program design and strategic direction.
- ▶ Develop and review program monitoring and implementation tools and guidance documents such as SOPs, tools, and forms on a wide-range of protection related activities including protection monitoring, information dissemination etc. To this end, ensure compliance with PUI's global standards and guidelines and ensure coherence and synergy across PUI Colombia's programmes.
- ▶ Play an active role in integrating protection strategy with other sector strategies to ensure maximum impact, working collaboratively with other technical coordinators to ensure that minimum protection standards are included.

#### 2. LEAD AND MONITOR PUI'S PROTECTION PROGRAMME IN COLOMBIA

- ▶ Quality control, carrying out ongoing discussions with the team and regular visits (if possible) to ensure that provided services are in accordance to standards, making recommendations and working with the programme team to ensure recommendations are applied

- ▶ She/he leads on producing analytical monthly protection assessment/monitoring reports highlighting key protection issues and analysing trends identified to inform PUI's and local humanitarian responses.
- ▶ In coordination with the project team and the MEAL team, develop information management systems that support the effective implementation of the protection activities, such as protection monitoring and needs assessment. To this end, define clear programmatic needs and objectives, and support the development of suitable information management platforms, tools, and processes.
- ▶ Monitor programme objectives, outputs, indicators and activities – ensuring team remain on track as per agreed donor commitments, and propose mitigation measures to identified risks.
- ▶ Ensuring learning from the protection intervention is documented and captures, consolidated and disseminated, contributing to knowledge building within PUI Colombia, regionally, and globally.

### 3. LEAD AND DEVELOP PUI COLOMBIA'S PROTECTION TEAM

- ▶ Provide technical support on the recruitment and the management of all protection programme staff. To this end, develop ToRs, develop staffing plans, participate in recruitment processes and performance evaluations.
- ▶ Support the progression development of programmes staff by carrying out learning needs analysis which informs the learning and development plan for the protection programme teams
- ▶ Facilitate capacity building for team members (and possibly partners) to develop stronger protection expertise in-country. This includes coaching, capacity and mentor building and providing technical line management support to protection colleagues.

### 4. REPRESENT PUI TO KEY PROTECTION STAKEHOLDERS AND COORDINATION FORUMS

- ▶ Represent PUI towards external stakeholders including humanitarian partners, donors, authorities, etc. as relevant and delegated by the DHOP
- ▶ Provide information to external stakeholders on ongoing protection needs and trends, and act as PUI Colombia's focal point to all protection related coordination forums, including the Protection/GBV/CP working groups, and other humanitarian coordination forums. To this end, coordinate with the protection manager to ensure coherence and efficiency in the representation at both national and local levels and across programmes making sure to promote messaging consistent with PUI's strategy in the area.

### 5. CONTRIBUTE TO THE PROTECTION PROGRAMME DEVELOPMENT

- ▶ Work closely with the Head of Mission to identify funding opportunities.
- ▶ In coordination with the HoM and the HoM assistant, develop project proposals/CNs and project revisions based on identified gaps and needs, as well as strategic priorities. To this end, define programmes activities, logframes and budgets based on baseline assessments and internal learning.
- ▶ In coordination with the HoM and the HoM assistant, produce and consolidate donor reports by providing technical oversight on strategic considerations and programme activities so as to ensure accurate, coherent and timely reporting.

## Required Profile

### Required knowledge and skills

	REQUIRED	DESIRABLE
<b>EDUCATION / TRAINING</b>	<ul style="list-style-type: none"> <li>▶ Master's degree in a relevant subject, such as human rights law, refugee law, IHL, migration, international relations and/or international development</li> </ul>	
<b>PROFESSIONAL EXPERIENCE</b>	<ul style="list-style-type: none"> <li>▶ Humanitarian</li> <li>▶ International</li> <li>▶ Technical</li> </ul>	<ul style="list-style-type: none"> <li>▶ Minimum 3 years of experience working in context of mixed migration and internal displacement at coordination level</li> <li>▶ Strong technical experience in setting up protection systems, including protection monitoring and case management</li> <li>▶ Excellent technical knowledge of protection standards and principles and capacity to develop effective responses according to needs and relevant frameworks</li> <li>▶ Commitment to integrate gender, crisis sensitivity and accountability into programming</li> </ul>
<b>KNOWLEDGE AND SKILLS</b>	<ul style="list-style-type: none"> <li>▶ Previous experience working in the Colombia/Venezuelan crisis context</li> <li>▶ Previous experience working with individuals in displacement (mobile approach)</li> <li>▶ Previous experience working with physical protection spaces</li> <li>▶ Previous experience working in consortium</li> </ul>	<ul style="list-style-type: none"> <li>▶ Solid experience in strategy setting,</li> <li>▶ Good external representation skills, with</li> </ul>

	<p>project development and management</p> <ul style="list-style-type: none"> <li>▶ Strong capacity building, facilitation, and presentation skills</li> <li>▶ Good knowledge of institutional donors regulations and policies</li> <li>▶ Ability to work flexibly in a diverse team, with proven leadership skills</li> </ul>	<p>excellent communication and ability to advocate in line with humanitarian principles</p> <ul style="list-style-type: none"> <li>▶ Demonstrate ability in thinking creatively and practically to improve the quality of programming and achieve greater impact</li> </ul>
<p><b>LANGUAGES</b></p> <ul style="list-style-type: none"> <li>▶ Spanish</li> <li>▶ English</li> <li>▶ Other (please specify)</li> </ul>	Professional fluency in written and spoken Spanish and English	French would be an asset
<p><b>SOFTWARE</b></p> <ul style="list-style-type: none"> <li>▶ Pack Office</li> <li>▶ Other (please specify)</li> </ul>	<p style="text-align: center;">X</p> <p>Knowledge of data collection/analysis tools and software (such as Power BI)</p>	
<p><b>Required Personal Characteristics (fitting into the team, suitability for the job and assignment)</b></p> <ul style="list-style-type: none"> <li>▶ Ability to work independently, take the initiative and take responsibility</li> <li>▶ Resilience to stress</li> <li>▶ Diplomacy and open-mindedness</li> <li>▶ Good analytical skills</li> <li>▶ Organisation and ability to manage priorities</li> <li>▶ Problem solving and solution oriented thinking</li> <li>▶ Ability to work and manage professionally and maturely</li> <li>▶ Ability to integrate into the local environment, taking account of its political, economic and historical characteristic</li> </ul>		
<p><b>Other</b></p> <ul style="list-style-type: none"> <li>▶ Experience of working in emergency context and through mobile mechanisms</li> </ul>		

<b>Conditions</b>
<p><b>Status</b></p> <ul style="list-style-type: none"> <li>▶ <b>EMPLOYED</b> with a Fixed-Term Contract</li> </ul>
<p><b>Salary package</b></p> <ul style="list-style-type: none"> <li>▶ <b>MONTHLY GROSS INCOME:</b> from 2 200 to 2 530 Euros depending on the experience in International Solidarity + 50 Euros per semester seniority with PUI</li> </ul>
<p><b>Costs Covered</b></p> <ul style="list-style-type: none"> <li>▶ <b>COST COVERED:</b> Round-trip transportation to and from home / mission, visas, vaccines...</li> <li>▶ <b>INSURANCE</b> including medical coverage and complementary healthcare, 24/24 assistance and repatriation</li> <li>▶ <b>HOUSING</b> in collective accommodation</li> <li>▶ <b>DAILY LIVING EXPENSES</b> (« Per diem »)</li> <li>▶ <b>BREAK POLICY:</b> 5 working days at 3 and 9 month</li> <li>▶ <b>PAID LEAVES POLICY:</b> 5 weeks of paid leaves per year + return ticket every 6 months</li> </ul>