



## VACANCY PROTECTION COORDINATOR – NES

**Position Title:** Protection Coordinator  
**Location:** North East Syria (NES)  
**Period:** 12 months with possibility of extension  
**Closing date:** 06 March 2024 (applications on a rolling basis)  
**Starting Date:** ASAP

**Context presentation:** Un Ponte Per (UPP) is an Italian NGO established in 1991. It started its activities as “Un Ponte per Baghdad”, in the aftermath of the First Gulf War, intending to organize solidarity initiatives in support of the Iraqi civilian population. In subsequent years, UPP missions expanded to include Serbia and other Middle Eastern and Mediterranean countries. The NGO aims at preventing armed conflicts, protect human rights and supporting local civil society, especially in the Middle East, by promoting the nexus between its humanitarian, peacebuilding and development programs. Since 2015, UPP has been one of the leading INGOs in the North East Syria (NES) response, providing humanitarian aid and capacity building of local actors in health and protection as well as environmental health, including waste management. In partnership with local partners, UPP has been able to develop a comprehensive system of health services delivered in 26 facilities, including mobile units, hospitals, primary health care centres, and an ambulance network. For further information please refer to our website: [www.unponteper.it/en/](http://www.unponteper.it/en/)

**SCOPE OF WORK:** Under the supervision of HoM and in coordination with the Head of Programmes, the Protection Coordinator will support the Protection Unit, streamlining protection principles and SOPs and building protection capacities in the Northeast Syria (NES) Programmes. The selected candidate will lead the implementation of the UPP Protection Strategy in NES with a focus on capacity building of local actors on Child Protection, Gender Based Violence (GBV)/Women Protection and Empowerment, Psycho-Social Support and Protection Mainstreaming. Protection programmes include Women and Girls Safe Spaces, and Child Friendly Spaces as well as psychosocial support, GBV and protection mainstreaming in clinical settings.

### KEY TASKS AND RESPONSIBILITIES

- **Technical backstopping & Capacity building**
  - Supervise and coordinate the identification, implementation, and evaluation of protection programs in the NES mission.
  - Lead the implementation of the UPP Protection Strategy in NES and provide technical support and guidance to its review and monitoring.
  - Participate in the development of proposals, budgets and concept notes in coordination with the relevant Project Manager and Head of Programmes with necessary inputs from Protection Desk Officer and HoM.
  - Contribute to and facilitate a programme of results-based protection programming through a consultative process with sector and/or cluster partners.
  - Oversee and contribute to UPP integrated protection programme and gender mainstreaming in health and other sectors.
  - Provide technical advice in coordination with Technical Specialists on all issues relating to humanitarian protection, protection mainstreaming, GBV and CP in line with the project work plan and UPP country strategy.
  - Build the protection capacity of UPP staff, partners and stakeholders to assume their responsibilities vis-à-vis all persons of concern through protection training, mainstreaming and related activities.
  - Develop and lead the rollout of internal guidelines and SOPs in coordination with the Specialists team and Desk Officer.

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Un Ponte Per| UPP – Associazione Non-Governativa di Volontariato per la Solidarietà Internazionale

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ONLUS: Iscritta alla Anagrafe delle Onlus AGEDRLAZ Prot. n° 0022455 del 27/03/2015 - ONG: Iscritta all'Elenco AICS Decreto n° 2016/337/000281/5  
Partita Iva 04734481007 - Codice Fiscale 96232290583 CC Postale n° 59927004 - CC Bancario Banca Popolare Etica IBAN IT52 R050 1803 2000 0000 0100 790



- Promote joint work across the CP, GBV, PSS and Protection in Emergency teams to enhance the quality of programming and a holistic approach to addressing the needs of persons of concern.
- **Staff mentoring**
  - Support Project Managers and Technical Specialists in the management and supervision of UPP and partners local protection staff.
  - Provide mentoring and guidance on protection issues to field staff in direct contact with persons of concern.
  - Supervise the UPP Protection team, including technical specialists (CP, GBV, PSS) and Protection field staff.
  - Promote and monitor staff care and well-being; approve and manage all leave requests to ensure adequate coverage.
- **Monitoring & Reporting**
  - Contribute to UPP data collection, FCRM and ensure Do No Harm and beneficiary accountability throughout the program in coordination with MEAL team.
  - Conduct facility visits to assess progress and identify technical quality issues and/or other implementation issues, provide solutions and implement modifications as required.
  - Ensure that all internal and external reporting requirements are met, that reports are of a high quality and are submitted on time.
  - Conduct monthly meetings to keep UPP Global programmes up to date and seek technical support where relevant to HQ Protection, Gender and Safeguarding Expert / Desk Officer in coordination with the Head of Mission and Head of Programme.
- **Coordination & Representation**
  - Ensure representation within the Senior Management Team (SMT) and provide the focal node of communication between the Protection team and SMT.
  - Represent UPP at relevant Working Groups and other meetings with donors, (I)NGOs and external stakeholders.
  - Maintain close coordination with Project Management and technical teams.
  - Liaise and maintain good relations with local partners, other (I)NGO and all relevant stakeholders.
  - Ensure inter-sectorial coordination within the mission (Health, WASH, Early Recovery, Livelihood).
  - Stay abreast of political, social, economic and cultural developments in the area and in the Region that have an impact on the Protection environment.

## ESSENTIAL REQUIREMENTS

- **Education & experience**
  - University degree in Law, International Law, Political Sciences, Social Work or related field.
  - 4+ years of relevant professional experience with Master's degree.
  - Proven experience in coordination and/or management in humanitarian settings;
  - Experience in case management, referral and/or managing safe space programmes;
  - Experience in designing and delivering training programmes in protection in emergencies;
  - Experience in reporting on protection activities/issues;
  - Experience in reviewing and aligning sector tools and strategic documents in line with protection standards.
- **Skills**
  - Proven communication and behavioural skills to work directly with affected communities.
  - Proven record of positive collaborative experience with local counterparts (CSOs, local NGOs, and others);
  - Experience in planning, organizing and prioritizing work, working under pressure and matching deadlines.
  - Solid Team working and management skills;



- Proactive attitude;
- Excellent computer literacy skills;
- Excellent oral and written English
- Ability to travel in the Middle East and in the EU.

- **DESIRABLE REQUIREMENTS**

- Knowledge of the Middle East context and relevant local actors.
- Knowledge of Arabic and/or Kurmanji is a strong asset.

**UPP requires criminal background check certificate (released max 3 months before the date of job offer) to confirm a job offer. We are aware that in some countries the release of criminal background certificate by the competent authorities might require several weeks. However, UPP runs selections to deploy staff in emergency programs and time-lapse between job offer and field deployment is often very short. Thus, we kindly ask all candidates to get prepared on time and be able to submit their certificate promptly in case of success in the selection.**

- **OTHER REQUIREMENTS:**

Un Ponte Per is an International NGO committed to diversity and inclusion within its teams, in line with the principle of non-discrimination. UPP encourages all candidates irrespective of gender, religion and ethnicity including persons with disabilities to apply and become part of the organization.

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### ***Ethical Conduct***

*UPP upholds all the minimum standards in terms of Ethical Conduct and strives to increase its standards over the minimum. **Zero tolerance** is reserved to Sexual Abuse and Exploitation and to Child Abuse, Violence, Harm, Injury and Negligence. UPP participates in the Inter Agency [Misconduct Disclosure Scheme](#), therefore, any candidate assures that s/he has never breached any standard in terms of SEA and Child Safeguarding and that s/he will not in the future. UPP will conduct extensive reference check and vetting on shortlisted candidates that might compromise candidates' privacy. Shortlisted candidates shall promptly provide an up-to-date criminal background check. By submitting an application, the job applicant confirms his/her understanding of these recruitment procedures.*

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**HOW TO APPLY** Interested candidates are invited to submit a detailed CV (PDF format) with the authorization to use and process data on the base of the EU Regulation 2016/679 - GDPR and a brief cover letter (PDF format) that includes the contact information for three Professional References (relevant and recent) to: [vacancy@unponteper.it](mailto:vacancy@unponteper.it) Please reference **“Protection Coordinator - Name Surname”** in the subject line of your email application and name the files attached to your application as surname\_name\_CV, surname\_name\_CL, etc. Be informed that UPP screens prospective colleagues through anti-terrorism/anti-money-laundering/anti-corruption/anti-fraud sanctions lists before job offer.

Only shortlisted candidates will be contacted.

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