



UNITED NATIONS RELIEF AND WORKS AGENCY  
FOR PALESTINE REFUGEES IN THE NEAR EAST  
UNRWA



## Vacancy Announcement

**Social Worker, Grade 11**

**(4 Posts)**

**(For internal staff only)**

<b>Vacancy Announcement Number</b>	04-10-2019
<b>Deadline for Applications</b>	06 November 2019
<b>Source of Fund</b>	Programme Budget
<b>Contract Type &amp; Duration</b>	Fixed-Term Appointment for 3 years including 1 year probation period, with the possibility of further extension, subject to the availability of funds, satisfactory performance and continuing need
<b>Department</b>	Gaza Field Office – Relief & Social Services Programme

**UNRWA is committed to achieving gender parity at all levels of staffing under the current UN-wide gender agenda and strongly encourages applications from qualified women.**

**UNRWA welcomes applications from qualified candidates with disabilities.**

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UNRWA, the largest United Nations operation in the Middle East with over 30,000 staff working across five areas of operation, is looking for highly committed professionals wishing to make a change.

### **UNRWA's strategic objectives**

The mission of UNRWA is to help Palestine refugees achieve their full potential in human development under the difficult circumstances in which they live. In line with this mission, the Agency works towards five strategic outcomes: (a) Palestine refugee rights under international law are protected and promoted; (b) Palestine refugee health is protected and disease burden is reduced; (c) school-age children complete quality, equitable and inclusive basic education; (d) Palestine refugee capabilities are strengthened for increased livelihood opportunities; and (e) Palestine refugees are able to meet their basic human needs of food, shelter and environmental health. UNRWA is funded almost entirely by voluntary contributions from UN member states, regional bodies, business foundations and individual contributions.

### **Do you want to make a lasting difference?**

If you are looking for a rewarding opportunity to make a tangible difference for one of the most vulnerable communities in the world, UNRWA would like to hear from you.

In this role, the incumbent reports to Area Social Work Supervisor under the overall technical guidance of Field Social Services Officer.

### **In accordance with established Agency policy and procedures, the ideal candidate:**

- Conducts comprehensive social intervention assessment for individuals and families identified as being in need of social intervention and develops, in coordination with supervisor, individual social intervention care plans accordingly;
- Provides social support including psycho-social counselling to individuals and families based on a designated intervention care plan at household or facility level as appropriate;
- Identifies the need for referral to other UNRWA services and/or to external agencies and facilitates such referrals and follows up such referrals as part of the social intervention care plan to ensure appropriate care is provided;
- Documents all case work promptly and carefully in line with social work principles and values, and maintains accurate records of all cases using relevant social intervention databases;
- Implements community based initiatives and activities targeting women, children, youth, elderly and persons with disability and the community at large as identified as being complementary to social intervention objectives at the family level;
- Maintains good working relations with various partners and stakeholders to increase refugees access to quality services provided by external partners;
- Performs other duties as may be assigned by the supervisor(s).

### **Conditions of service**

- Basic Salary: Monthly basic salary from \$1065.40; and monthly dependency allowance up to \$123.25.
- Contract Duration: Three years including 1 year probation period.
- Leave: 36 days of annual leave for staff attending UNRWA duty stations with six-day working week. 30 days of annual leave for staff attending UNRWA duty stations with five-day working week.
- Pension: Provident Fund contribution (15% of basic salary paid by the Agency)
- Other conditions of service and benefits may apply.

### **To qualify for this position, you will need:**

**Education** University degree in social work, sociology, psychology, guidance and counseling and social anthropology, or other related discipline.

**Experience** At least three years' experience in providing social work, psycho-social support or counselling in developmental /humanitarian programmes in governmental, non-governmental or NGOs organizations.

**Language(s)** Good command of spoken and written English and Arabic.

### **You will also need to demonstrate the following competencies:**

**UN Core Values** of Professionalism, Integrity and Respect for Diversity and **Core Competencies of Communication**, Working with People and Drive for Results apply by default. Default **managerial competencies** may apply. In addition, the following **Functional Competencies** apply:

- Applying Technical Expertise
- Analyzing
- Learning and Researching

## Equivalency

When the minimum requirements are not fully met, Field Director for Field Area staff and Director of Human Resources for Headquarters Area staff, in consultation with the concerned supervisor may exceptionally substitute part of the unmet requirements with a combination of relevant academic qualifications, additional professional training and progressive relevant work experience.

NB: Work experience alone or formal qualifications with no relevant work experience are not considered an acceptable combination

For guidance on how to prepare for competency-based interviews:

<https://careers.un.org/lbw/home.aspx?viewtype=AYI>

### Who we are

For over 65 years, the United Nations Relief and Works Agency for Palestine (UNRWA) has been working on the ground in five fields of operations in Jordan, Lebanon, Syria, West Bank and the Gaza Strip providing direct assistance and protection for some 5 million Palestine refugees in the Middle East. UNRWA is mandated by the UN General Assembly to provide this assistance and its mission is to help Palestine refugees achieve their full potential in human development until there is a just and lasting solution for their plight. UNRWA restores safety, dignity and hope to millions who have been uprooted by conflict with services encompassing education, health care, relief and social services, camp infrastructure and improvement, microfinance and emergency assistance.

For more details on UNRWA, please visit: <https://www.unrwa.org/>

### How to apply

To start the application process, applicants are required to register at <http://jobs.unrwa.ps> by creating a personal profile and completing UNRWA Personal History Form. Only applications received through <http://jobs.unrwa.ps> will be considered. **UNRWA only accepts degrees from accredited educational institutions. Due to the large number of applications received for UNRWA vacancies, only applicants short-listed for interview will be contacted by e-mail or SMS. No follow up phone calls will be made. Please ensure that the e-mail address that you will indicate in your Personal History Profile is accurate.**

**The United Nations does not charge fees at any stage of the recruitment process. The United Nations does not concern itself with information related to bank accounts.**

### General Information

This vacancy notice is open to internal candidates.

**As an Area post, preference will be given to local candidates already based in the duty station of the post.**

UNRWA is a United Nations organization whose staff are expected to uphold the highest standards of integrity, neutrality and impartiality. This includes respect for human rights, for diversity, and for non-violent means of dealing with all kinds of conflict. UNRWA staff are expected to uphold these values at all times, both at work and outside. Only persons who fully and unconditionally commit to these values should consider applying for UNRWA jobs. UNRWA is a non-smoking work environment.

The Agency reserves the right not to make an appointment, to make an appointment at a lower grade, or to make an appointment with a modified job description.

On appointment, all individuals will be asked to sign a self-attestation, confirming that they have not committed, been convicted of, or prosecuted for, any criminal offence and that they have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.

Date of issue: 23 October 2019