

Description

Livelihood and Economic Inclusion Associate Organizational Setting and Work Relationships The Livelihood and Economic Inclusion Associate will work under the direct supervision of the (Senior) Livelihood and Economic Inclusion Officer. The incumbent will support in operationalizing the strategic vision to align livelihoods and economic inclusion efforts with the Global Compact on Refugees (GCR), which underscores the need to mobilize additional actors and to adopt a whole-of-society approach to strengthen refugee self-reliance and help ease pressure on host countries. The Livelihood and Economic Inclusion Associate will collaborate closely with UNHCR livelihoods partners, government agencies, private sector and financial service providers as well as other relevant stakeholders to enhance the economic inclusion and improve self-reliance of both persons of concern (PoC) and host community members. The incumbent will also be expected to deliberately explore opportunities of collaboration with other UNHCR cross cutting areas such as protection, education, cash, partnerships, research and analytics, GBV, solutions, complementary pathways and more. To document good practices, results and to generate knowledge, the Livelihood and Economic Inclusion Associate will work closely with the supervisor to build on UNHCR databases and support regular information sharing and coordination among different humanitarian, developmental and governmental stakeholders. S/he will assist to mobilize refugees of different age, gender and background and to ensure that all stakeholders well understand the potential of economic inclusion of refugees and host community members, and to help communicate opportunities to PoC. All UNHCR staff members are accountable to perform their duties as reflected in their job description. They do so within their delegated authorities, in line with the regulatory framework of UNHCR which includes the UN Charter, UN Staff Regulations and Rules, UNHCR Policies and Administrative Instructions as well as relevant accountability frameworks. In addition, staff members are required to discharge their responsibilities in a manner consistent with the core, functional, cross-functional and managerial competencies and UNHCR's core values of professionalism, integrity and respect for diversity.

Responsibilities

- Explore partnerships with relevant stakeholders to enhance economic inclusion of UNHCR PoC. This includes working with economic development agencies to adapt their programmes to become inclusive of UNHCR PoC, working with the private sector to enhance inclusion of UNHCR PoC in their labour force and supply chains, working with financial service providers to enhance financial inclusion, and working with public and private sector service providers to include UNHCR PoC in supporting services (business development, micro-finance, training, saving accounts, poverty alleviation and social protection, etc.).
- Work with the multi-functional team, more specifically with the Protection Unit, to collect information about the legal framework for the right to work and rights at work.
- Support the implementation of socioeconomic and wealth ranking surveys to inform targeting, monitoring and facilitation of the engagement of development programmes.
- Participate in necessary assessments in collaboration with relevant private and public stakeholders, including impact assessments on local economies and surveys that help to inform interventions and identify investment and funding opportunities that enhance the economic inclusion of UNHCR PoC.
- In case UNHCR is implementing specific livelihoods activities, work closely with and provide technical assistance on livelihoods interventions to help

Livelihood and Economic Inclusion Associate

Hiring organization
UNHCR

Employment Type
Full-time

Industry
Humanitarian & Agriculture

Job Location
Nairobi, Kenya

Valid through
13.02.2023

ensure they are market-based, and that the role of UNHCR has been strategically determined in consideration of its comparative advantage vis-à-vis other partners.

- Liaise with partners and authorities on livelihoods related issues under the technical guidance of the supervisor.
- Prepare field reports and other relevant reports relating to livelihoods and make recommendations for interventions that enhance refugee economic inclusion to the designated officer.
- Perform other related duties as required.

Qualifications

Years of Experience / Degree Level

- For G6 – 3 years relevant experience with High School Diploma; or 2 years relevant work experience with Bachelor or equivalent or higher Field(s) of Education Not applicable. Certificates and/or Licenses Management Economics Financial Management Agriculture or other relevant field

All UNHCR workforce members must individually and collectively, contribute towards a working environment where each person feels safe, and empowered to perform their duties. This includes by demonstrating no tolerance for sexual exploitation and abuse, harassment including sexual harassment, sexism, gender inequality, discrimination and abuse of power. As individuals and as managers, all must be proactive in preventing and responding to inappropriate conduct, support ongoing dialogue on these matters and speaking up and seeking guidance and support from relevant UNHCR resources when these issues arise. This is a Standard Job Description for all UNHCR jobs with this job title and grade level. The Operational Context may contain additional essential and/or desirable qualifications relating to the specific operation and/or position. Any such requirements are incorporated by reference in this Job Description and will be considered for the screening, shortlisting and selection of candidates.

Desired Candidate Profile

The incumbent will be required to have good coordination, networking and drafting skills, and the ability to interact with different partners and stakeholders both within and outside UNHCR.

Nature of Position:

Kenya remains the fifth largest host country in Africa and thirteenth biggest asylum country in the world. At the end of 2022, the total number of refugees and asylum seekers in Kenya stood at over 570,000, in addition to some 16,820 stateless persons. UNHCR Kenya Operation maintains three main offices as follows: Branch Office in Nairobi, Two sub-offices in Kakuma and Dadaab. A Joint Refugee Service Centre has also been established, operated jointly with the Department of Refugee Services, to provide all protection services to affected populations in Nairobi. The general security situation remained relatively calm. No major threats were recorded in 2022 and to date.

In line with the GCR and the MYMP strategy, the operation will continue to focus on further expanding the protection of refugees and promoting solutions as well as to continue working on the activities/targets as reflected in the 2023-2026 Multi Year Strategy implemented partly by partners and through direct implementation and in close coordination with other stakeholders.

The Livelihood and Economic Inclusion Associate will report to the Assistant Livelihoods Officer under the Supervision of the Snr. Programme Officer and will support the Kenya Operation in general, and the Urban Refugee Programme in particular, in the implementation of various livelihood projects in Nairobi. The Livelihood and Economic Inclusion Associate will work closely with all the units in the Kenya Country Office and will also support the two field locations as the need arises. In addition to the duties listed in the Job Description/ToR, the incumbent will also:

- Participate in the identification of potential strategic partnerships in economic inclusion that could complement UNHCR's urban and camp-based initiatives on livelihoods and economic inclusion with a focus on climate smart Agriculture, artisanal sector, financial services, self and wage employment, research, and data, etc.
- Keep track of urban and camp-based livelihoods programs and monitor external and internal changes in the operational context that may positively and negatively influence economic inclusion trends.
- Support the Livelihoods Officer with the organization, coordination and hosting of workshops, meetings, training programs, group discussions, and other participatory assessments in line with specific objectives and economic inclusion programs. Coordinate the Livelihoods working group involving national government, UN agencies, donors, development actors, other experts and implementing partners
- Monitor and submit regular results – based reports on the progress of livelihoods and economic inclusion programs, including success stories.

Living and Working Conditions:

Nairobi is a good duty station for families. It has good medical facilities and it is the regional medical evacuation centre for countries in the East and Horn of Africa and the Great Lakes sub-regions. Recreational facilities, schools and hotels are of international standards. High standard accommodation is available, as well as good banking facilities, unlimited access to communication means, such as internet, telephone SIM cards etc. In addition, Nairobi is a malaria free environment. but cholera, malaria and yellow fever occur in other parts of Kenya. When entering the country, yellow fever card/vaccine is required. Nairobi is in UN security Level One, but politically instigated demonstrations and riots may occur from time to time. General crime in Nairobi is relatively high, especially in some low income areas, however a high sense of vigilance and alertness is required practically everywhere.

Security Considerations

Politically instigated demonstrations and riots may occur at any time. Hazards such as road traffic accidents, fire, diseases outbreak and flooding are frequent. The crime threat level in Nairobi, like in many other large cities, is high and physical violence is a common feature of burglaries in residences, carjacking and robberies. The terrorism threat level in Nairobi is moderate but is high in North Eastern. A high sense of vigilance and alertness is required at all times. The incumbent will be undertaking occasional travels to the field where different security conditions prevail.

Additional Qualifications

Skills

LV-Strategic Planning and Advocacy for Refugee Socioeconomic Rights

Education

Certifications

Agriculture – Other, Economics – Other, Financial Management – Other, Management – Other, Rural Development – Other

Work Experience

Competencies

Accountability, Analytical thinking, Client & results orientation, Commitment to continuous learning, Communication, Empowering & building trust, Organizational awareness, Planning & organizing, Stakeholder management, Teamwork & collaboration

UNHCR Salary Calculator

<https://icsc.un.org/Home/SalaryScales>

Relevant Job Experience

- Essential Experience in facilitating the economic inclusion of vulnerable and marginalized groups in collaboration with internal and external stakeholders, ideally in varied field contexts.
- Experience in working in partnership with private sector, NGOs, UN organisations, development actors, and government authorities in sub-sectors relevant to livelihood programming e.g. financial inclusion, employment, entrepreneurship, private sector development, local economic development, poverty reduction, agriculture, livestock, vocational and technical education and training, etc.

Desirable

- Prior exposure to UNHCR refugee operations and functions relating to office administration and programme activities.
- Knowledge about latest development in the livelihoods sector, including broader UN processes on the SDGs and the Global Compact on Refugees.
- Completion of UNHCR learning programmes or specific training relevant to functions of the position

Functional Skills

- LV-Strategic Planning and Advocacy for Refugee Socioeconomic Rights (Functional Skills marked with an asterisk* are essential)

Language Requirements

- For International Professional and Field Service jobs: Knowledge of English and UN working language of the duty station if not English.
- For National Professional jobs: Knowledge of English and UN working language of the duty station if not English and local language. For General Service jobs: Knowledge of English and/or UN working language of the duty station if not English.

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