



## GENERIC JOB PROFILE

### 1. POST:

<b>Job Title:</b>	POC Officer
<b>Grade:</b>	P2
<b>Section:</b>	Human Rights, Protection and Gender
<b>Duty Station:</b>	Field Mission

### 2. JOB PURPOSE:

To assist in the facilitation, mainstreaming, advocacy and promotion of protection of civilians considerations in PSO and the peace process by assisting with the provision of advice, education, training, reporting and coordination of protection initiatives within the mission.

### 3. MAIN DUTIES AND RESPONSIBILITIES:

Within delegated authority, the Protection Officer will be responsible for the following duties.  
*(These duties are generic, and may not be performed by all Protection Officers.)*

- Assist in mainstreaming Protection of Civilians (PoC) considerations into all areas of the mission's work, including police and military components, Political and Civil Affairs Section, Humanitarian Liaison, Public Information, and other relevant sections.
- Assist the mission to develop PoC strategies, establish PoC coordination structures and undertake planning in support of PoC initiatives
- Assist in the design and implementation of strategies and programmes to support the host state authorities to implement their primary responsibility to protect the civilian population.
- Assist in the implementation of the mission's protection of civilians strategy.
- Assist in the collection of reliable and accurate and timely data on protection issues.

- Assist in conducting investigations on violations identified by the African Union and international community, host state authorities and civil society actors committed against the civilian population.
- Provide timely inputs to relevant periodical reports and ensure timely delivery of a variety of reports, briefings and other type of communications in compliance with the mission mandate and in line with relevant AU Peace and Security Council Communiqués and UN Security Council resolutions.
- Assist in the design and delivery of training on protection issues to military, police and civilian staff of the mission.
- Liaise with appropriate national authorities, civil society, UN actors, local NGOs, the host government, and relevant coordination mechanisms in ensuring adequate response to violations committed against the civilian population.
- Ensure up-to-date information regarding substantive matters in the field of protection of civilians.
- Performs other related work as required.

#### **4. REQUIRED COMPETENCIES**

##### **Professionalism**

Thorough knowledge of and significant practical experience with issues related to protection and rights of women and children affected by armed conflict. Understanding of International Humanitarian and Human Rights Law. Strong analytical skills and excellent skills in drafting a broad range of documents including speeches and reports. Ability to influence others to reach agreement; ability to review and edit the work of others; conscientious and efficient in meeting commitments, observing deadlines and achieving results. Excellent interpersonal skills and ability to collaborate with counterparts across both inter office and organizational boundaries. Ability to work in support of, and in cooperation with, others. Ability to plan, coordinate and monitor own work plan and those under his/her supervision. Demonstrates professional competence and mastery of subject matter. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

##### **Communication**

Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.

##### **Planning& Organizing**

Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and

adjusts plans and actions as necessary; uses time efficiently.

**Client Orientation**

Considers all those to whom services are provided to be “stakeholders” and seeks to see things from stakeholders’ point of view; establishes and maintains productive partnerships with stakeholders by gaining their trust and respect; identifies stakeholders’ needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the stakeholders’ environment to keep informed and anticipate problems; keeps stakeholders informed of progress or setbacks in projects; meets timeline for delivery of products or services to stakeholder.

**5. QUALIFICATIONS:**

A first-level university degree in law, political science, international relations, social sciences or in a related area.

**6. EXPERIENCE:**

A minimum of three years of progressively responsible experience in protection, human rights, child protection, gender or related field.

**7. LANGUAGE REQUIREMENT:**

Fluency in one of the official languages of the African Union

**8. GENDER MAINSTREAMING:**

The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply.