

## Associate Livelihoods Officer

ONSITE

BRAZIL

### GENERAL INFORMATION

<b>Host Entity:</b>	UNHCR
<b>Country of Assignment:</b>	Brazil
<b>Duty station:</b>	Brasilia
<b>Volunteer Category:</b>	International UN Volunteer Specialist
<b>Number of Assignment(s):</b>	1
<b>Expected Start Date:</b>	01/10/2025
<b>Duration:</b>	18 month(s)
<b>Possibility of Extension:</b>	No
<b>Sustainable Development Goal:</b>	8. Decent work and economic growth
<b>DoA ID:</b>	1784888021260275

### DETAILS

#### ORGANISATION MISSION AND OBJECTIVES

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The Office of the UNHCR was established on 14 December 1950 by the UN General Assembly. The agency is mandated to lead and co-ordinate international action to protect refugees and resolve refugee problems worldwide. Its primary purpose is to safeguard the rights and well-being of refugees. It strives to ensure that everyone can exercise the right to seek asylum and find safe refuge in another State, with the option to return home voluntarily, integrate locally or to resettle in a third country ([www.unhcr.org](http://www.unhcr.org)). In Brazil, UNHCR is represented by the head office in Brasilia and field offices in São Paulo, Manaus, Boa Vista Belém and Pacaraima. We work in cooperation with CONARE and in coordination with federal, state and municipal governments, as well as other government agencies, civil society organizations, the private sector and academia.

#### ASSIGNMENT CONTEXT

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Brazil hosts over 790.000 refugees, asylum-seekers, stateless persons and other persons needing international protection, most of them coming from Venezuela, Haiti and Cuba.

UNHCR supports authorities in further expanding the progressive refugee public policies in place to ensure refugees' effective access to rights and services. We work to promote their self-reliance and socio-economic inclusion and integration through their insertion into national programs.

Brazil has always played a pioneering and leading role in the international protection of refugees. It was the first country in the Southern Cone to ratify the 1951 Convention Relating to the Status of Refugees in 1960. Refugees enjoy the protection of the Brazilian Government and can, therefore, obtain documents, work, study and exercise the same rights as any foreign citizen with regular status in the country.

At the economic and financial level, UNHCR supports existing employment and income-generation programmes and encourages the involvement of the private sector and development actors. The expected result is that income generation will help expand the autonomy and dignity of the forcibly displaced, as well as boost local development and create new business and tax collection opportunities, further contributing to improving the well-being of host communities.

The Associate Livelihoods Officer will be key 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. Promoting economic inclusion of refugees is a key development area that will enable the achievement of these objectives and contribute to the 2030 Agenda's Sustainable Development Goals.

The UN Volunteer will assist in interacting with the government counterparts and other stakeholders with specific mandate in livelihood activities as well as with the refugee communities. Within UNHCR, the Associate Livelihoods Officer will work under the supervision of the Durable Solutions Associate and closely with multi-functional teams on matters including but not limited to protection, education, cash, partnerships, research and analytics, SGBV, solutions, complementary pathways and more. S/he will support the office's involvement with livelihoods and economic inclusion, working with relevant external stakeholders from government line ministries, development actors, private sector, UN agencies, international organizations, NGOs, research institutions and universities.

## **TASK DESCRIPTION**

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Under the direct supervision of Durable Solutions Associate, the UN Volunteer will undertake the following tasks:

- Support the implementation of the Livelihoods Strategy, providing support to field offices when necessary.
- Support the implementation of the “Empowering Refugee Women” and “Strong Women” projects in coordination with other relevant Country Office units.
- Support the follow-up of the contributions on refugees’ inclusion to the Task Force on Eliminating Poverty and Hunger in the framework of the G20
- Assist in administrative tasks as required such as preparation of reports and meetings and organization of events.
- Support the implementation of the Companies with Refugees Forum regional hubs;
- Monitor job openings coming through the Companies with Refugees platform and make the necessary connections with employability organizations.
- Support the mapping of organizations that assist with refugee employability.
- Keep regular contacts with local authorities, NGOs, private sector, implementing partners and other relevant actors as requested by supervisor.
- Elaborate written reports whenever necessary.
- Assist the network of organizations engaged with the access of refugees to

employment opportunities in the prioritized areas according to the livelihoods programming.

- Perform other related duties as required.

By undertaking these tasks, the UN Volunteer will play a crucial role in enhancing the engagement and effectiveness of UNHCR's initiatives, particularly in the context of improving the employability of refugees in Brazil.

Furthermore, UN Volunteers are required to:

- Strengthen their knowledge and understanding of the concept of volunteerism by reading relevant UNV and external publications and take active part in UNV activities (for instance in events that mark International Volunteer Day);
- Be acquainted with and build on traditional and/or local forms of volunteerism in the host country;
- Reflect on the type and quality of voluntary action that they are undertaking, including participation in ongoing reflection activities;
- Contribute articles/write-ups on field experiences and submit them for UNV publications/websites, newsletters, press releases, etc.;
- Assist with the UNV Buddy Programme for newly-arrived UN Volunteers;
- Promote or advise local groups in the use of online volunteering, or encourage relevant local individuals and organizations to use the UNV Online Volunteering service whenever technically possible.

## ELIGIBILITY CRITERIA

<b>Age:</b>	18-80
<b>Nationality:</b>	Candidate must be a national of a country other than the country of assignment.
<b>Required experience:</b>	3 year(s)

## ASSIGNMENT REQUIREMENTS

### REQUIRED RELEVANT EXPERIENCE

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3 year(s)

### SKILLS AND EXPERIENCE

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Essential:

- 3-5 years in Experience working with refugees and migrant population; and working with different stakeholders
- Technical competencies in sub-sectors relevant to economic development e.g. microfinance, employment, entrepreneurship, private sector development, local economic development, poverty reduction, agriculture, livestock, vocational and technical education and training, etc.
- 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 with and developing partnerships with private sector, NGOs, UN organizations, and government authorities in sub-sectors relevant to livelihood programming e.g. microfinance, employment, entrepreneurship, private sector development, local economic development, poverty reduction,

agriculture, livestock, vocational and technical education and training, etc.

Desirable:

- Knowledge about latest development in the livelihoods sector, including broader UN processes on the SDGs and the Global Compact on Refugees.
- Knowledge of ESG (Environmental, Social and Governance) and Diversity and Inclusion agendas.
- Excellent oral and written skills; excellent drafting, formulation, reporting skills.
- Accuracy and professionalism in document production and editing.
- Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, religious and youth organizations, and authorities at different levels; familiarity with tools and approaches of communications for development.
- Ability to work and adapt professionally and effectively in a challenging environment; ability to work effectively in a multicultural team of international and national personnel.
- Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet; familiarity with database management; and office technology equipment.

## REQUIRED EDUCATION LEVEL

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Bachelor's degree in Law, Business Administration, International Relations, Political Science, Social Assistance, Journalism or related fields

## LANGUAGE

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Language	Proficiency	Required
English	Fair	Yes
Spanish	Fair	No
Portuguese	Fair	No

## COMPETENCIES AND VALUES

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Communication

## OTHER INFORMATION

Volunteerism is understood as a wide range of activities undertaken of free will, for the general public good, for which monetary reward is not the principal motivating factor.

## LIVING CONDITIONS AND OTHER REMARKS

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Brasilia is located in the country's Midwest region. It was founded in 1960, to serve as the new national capital. Brasília and its metropolitan area were estimated to be Brazil's 3rd most populous city, with 3.055.149 people. Among major Latin American cities, Brasília has the highest GDP per capita. The city has a unique status in Brazil, as it is an administrative division rather than a legal municipality like other cities in Brazil. All three branches of Brazil's federal government are centred in the city: executive, legislative, and judicial. Brasília also hosts 124 foreign embassies. The city's international airport connects it to all other major Brazilian cities and many international destinations and is the third busiest airport in Brazil. Brasília has a tropical savanna climate with two distinct seasons: a rainy season from October to

April and a dry season from May to September. The average temperature is 22°C, rising to over 30°C during the hottest period. The hottest month in Brasilia is September and the coolest month is July.

All United Nations personnel must scrupulously comply with UNDSS procedures and recommendations during their assignment in Brazil. Living conditions in Brazil vary significantly across regions, reflecting the country's diverse socioeconomic and geographic landscape. In urban areas, particularly in major metropolitan centres like São Paulo, Rio de Janeiro, and Brasília, living conditions can be good, with access to well established infrastructure such as clean water, electricity, and sanitation. Brasilia is a family duty station and classified A (hardship).

The living conditions in Brasilia are good as well as the access to health services. The accommodation facilities are in general good, and the choice is wide. Rent for small one-bedroom apartments range from 200 USD (unfurnished) to 600 USD (furnished) per month. UN Volunteers are also encouraged to share accommodation. The UNV Field Unit can assist in booking temporary accommodation for the first nights at UN Volunteer expenses, which can be extended or not at UN Volunteer discretion until getting permanent accommodation. Travelers are advised to carry a supply of the necessary prescription medications. The yellow fever vaccine is mandatory, and evidence of yellow fever vaccine is required (at least ten days before the trip to the area) as well as COVID -19. Dengue, Zika, Chikungunya and yellow fever are transmitted by the same mosquito, Aedes Aegypti. Preventive measures are key. The mosquito feeds mainly at dusk and dawn, indoors, in shaded areas or when the weather is cloudy. Wear long-sleeved clothing, use insect repellents, place windows with screens, keep residences cool with air conditioning and use mosquito nets. The currency used in Brazil is called Real (BRL).

In March 2025, the average exchange rate is 1 USD = 5.75 BRL. Many hotels, restaurants and businesses in Brazil accept the main international debit/credit cards (Visa, MasterCard, American Express, etc.). It is also possible to withdraw cash from automatic telling machines found in all the major cities. To enter Brazil, a valid passport is required. Nationals of other countries may be required an entry visa or long stay visa. They should contact the closest Brazilian representation. For all international travel to Brazil, security clearance must be requested a minimum of 7 days prior to travel.

The UN Volunteer will receive a monthly living allowance and other benefits, including medical and life insurance. Specific UN Volunteer entitlements, including insurance coverage, Volunteer Living Allowance (VLA), and Deployment / Repatriation lump sums, among others, are available at <https://app.unv.org/calculator> . The complete UN Volunteer Conditions of Service is available at <https://explore.unv.org/cos>.

<https://www.unv.org/>

## **INCLUSIVITY STATEMENT**

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United Nations Volunteers is an equal opportunity programme that welcomes applications from qualified professionals. We are committed to achieving diversity in terms of gender, care protected characteristics. As part of their adherence to the values of UNV, all UN Volunteers commit themselves to combat any form of discrimination, and to promoting respect for human rights and individual dignity, without distinction of a person's race, sex, gender identity, religion, nationality, ethnic origin, sexual orientation, disability, pregnancy, age, language, social origin or other status.

## **SCAM WARNING**

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The United Nations does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. Should you receive a solicitation for the payment of a fee, please disregard it. Furthermore, please note that emblems, logos, names and addresses are easily copied and reproduced. Therefore, you are advised to apply particular care when submitting personal information on the web.

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