

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

JORR000463--Partnerships Officer

The United Nations Volunteers (UNV) programme is the UN organization that promotes volunteerism to support peace and development worldwide. Volunteerism can transform the pace and nature of development and it benefits both society at large and the individual volunteer. UNV contributes to peace and development by advocating for volunteerism globally, encouraging partners to integrate volunteerism into development programming, and mobilizing volunteers. In most cultures volunteerism is deeply embedded in long-established, ancient traditions of sharing and support within the communities. In this context, UN Volunteers take part in various forms of volunteerism and play a role in development and peace together with co-workers, host agencies and local communities. In all assignments, UN Volunteers promote volunteerism through their action and conduct. Engaging in volunteer activity can effectively and positively enrich their understanding of local and social realities, as well as create a bridge between themselves and the people in their host community. This will make the time they spend as UN Volunteers even more rewarding and productive.

General Information

Country of Assignment	Jordan
Host Institute	World Food Programme
Volunteer Category	International Specialist
Number of Volunteer	1
Duration	24 months
Expected Starting Date	01-01-2021
Duty Station	Amman [JOR]
Assignment Place	Family Duty Station
Assignment Place Remark	

Living Conditions

Location: The Hashemite Kingdom of Jordan is strategically located in the Middle East covering a diversity of landscapes. Bound by Syria to the north, Iraq to the northeast, Saudi Arabia to the east and south, the Red Sea to the south and Israel and the Palestinian National Authority to the west.

Weather: The weather in Jordan is not too extreme. Summer is dry, with temperatures regularly reaching 35 degrees centigrade. The winter is colder with temperatures often dropping to freezing point. Amman is hot and sunny from May to October with cool, pleasant evenings, whereas winters are rainy with occasional short snowfalls.

Safety and Security: Jordan is a relatively stable country. The overall security in Amman, as well as most areas in Jordan, is stable and considered safe. The country is predominantly Muslim and the culture is very open to foreigners. The potentials for internal or external armed conflict are considered very unlikely in the current political environment. Peaceful demonstrations, and sometimes road blockages, do occur in Jordan motivated by domestic factors such as unemployment, deprivation of resources and development or for regional issues such as solidarity with the Palestinian cause or with the Syrian crises. Most of these events are driven by civil society unions and Islamic parties. Domestic tribal civil unrest sometimes turning violent especially outside the main cities due to tribal dispute or socio-economic reasons. In all occasions law enforcement agencies usually manage to contain the situation.

Road traffic accidents are the primary threat against UN personnel in Jordan. Poor road conditions and bad driving behaviours are the main reasons for the high rate for traffic accidents.

Amman is a category A duty station with security level 1.

Transportation: Taxis are abundant and readily available in Amman. Public minibuses are the most common form of public transport. They normally only leave when full, so waiting times of an hour or more are inevitable, especially in rural areas. The larger air-con buses offer a speedy and reliable service, departing according to a fixed schedule.

Health Services: Medical facilities are generally very good, particularly in Amman where there are several modern, well-equipped public and private hospitals. Almost all doctors (and most pharmacists) speak English; many have studied abroad.

Language: The official language of Jordan is Arabic, but English is widely spoken – especially in the cities. Many Jordanians have travelled or have been educated abroad so French, German, Italian and Spanish are also spoken, but to a lesser extent.

Assignment Details

Assignment Title

Partnerships Officer

Organizational Context & Project Description

Assisting 86.7 million people in around 83 countries each year, the World Food Programme (WFP) is the leading humanitarian organization saving lives and changing lives, delivering food assistance in emergencies and working with communities to improve nutrition and build resilience.

WFP has one of the largest humanitarian portfolios in Jordan, closely working with other UN agencies, national authorities and NGOs. WFP Jordan supports around one million people and aims to respond to the basic food needs of refugees and vulnerable Jordanians while enhancing resilience to strengthen social cohesion between refugees and the host community.

The WFP programme is articulated around three dimensions:

Food assistance to refugees: WFP responds to the basic food requirements of the 500,000 most food insecure refugees through cash-based transfers.

School feeding programme: WFP works closely with the Ministry of Education in support of the National School Feeding Programme, which targets 420,000 school children. WFP's school feeding programme combines the provision of nutritious school meals to children while providing economic opportunities to vulnerable community members engaged in the sourcing, preparation and delivery of the meals.

Livelihood Support: WFP provides income-generating work and training opportunities to around 127,000 vulnerable Jordanians and refugees to improve their food security. Women, youth and people with disabilities in particular are being encouraged to participate to help address the social and economic barriers that hinder their participation in the workforce.

In addition, WFP has supported the Government of Jordan to build its capacity in the emergency preparedness and response plan and social protection, aiming at providing sustainable development support.

The Jordan Country Office has developed a Partnership Action Plan to raise the required resources to implement the Jordan Country Strategic Plan 2020- 2022 and for delivering on its strategic vision of ultimately benefiting the food insecure people in Jordan within the broad framework of SDG2 (Zero Hunger). In aligned with the strategic shift to resilience building support and technical assistance to the government from humanitarian operations, WFP is required to diversify donor base to support development activities and positioning itself to fit to development funding streams, which are the key components of the Jordan Partnership Action Plan.

Sustainable Development Goals

2. Zero Hunger

Task description

Under the direct supervision of the Government Partnerships Officer, the UN Volunteer will undertake the following tasks:

Implement the work plan for an assigned area to enable WFP to identify, develop a strengthen quality partnerships in support of WFP partnerships and resource mobilisation objectives.

Contribute to a partnerships portfolio, including partner profiling and outreach activities, with the aim to maximize resources and leverage policy and technical support for WFP's work; support partner visibility and ensure partner conditions are met.

Use data to present the partnerships unit with well-researched ideas to expand support from existing partners and to scope new partners, guided by programmatic assessment and context-specific analysis with the aim to enhance the impact of WFP's work and diversify the resource base.

Support the partnerships unit to implement the Jordan Partnership Action Plan, to draw up quality partner proposals and reports by engaging with other colleagues and external stakeholders.

Identify partnership opportunities with JICA and other agencies that would benefit the WFP's work and strengthen the Humanitarian-Development Nexus.

Support the partnerships unit to organise field missions and regular donor meetings.

Gather and present internal and external data/information, using key information systems (e.g. Salesforce, WINGS, WFPGo) to support WFP's prospect management and donor relations.

Solicit inputs, including operational updates, from other units to inform partner audiences on WFP's programmatic offering.

Coordinate with the other partnership officers, the communication officers and the reporting officer to ensure the flow of information and other WFP units to align activities and ensure donor visibility and that donor conditions are met.

Participate in relevant meetings with WFP Jordan and external stakeholders, and draft the notes for the record if required to enhance the UNV's exposure to the broader work of WFP in Jordan.

Other as required.

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- Provide annual and end of assignment reports on UN Volunteer actions, results and opportunities using UNV's Volunteer Reporting Application- 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.

Results/Expected Outputs

Increased partnership base towards WFP Jordan Country Strategic Plan

Successful implementation of the Jordan Partnership Action Plan

- The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counter-parts, including Implementing Partners (IPs);
- Age, Gender and Diversity (AGD) perspective is systematically applied, integrated and documented in all activities throughout the assignment
- A final statement of achievements towards volunteerism for peace and development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed

Qualifications/Requirements

Required Degree Level Bachelor degree or equivalent

Education - Additional Comments

Political Science, International Development, Development Economics, Marketing Communications or other relevant field.

Required experience 24 months

Experience Remark

experience in international development and/or humanitarian affairs

Language

- English (Mandatory) , Level - Fluent
- AND - Arabic (Optional) , Level - Working Knowledge

Area of Expertise

- Resource mobilization, partnership and donor coordination Mandatory

Area of Expertise Requirement

Resource mobilisation and donor relations (desired)

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Partner relationship building (mandatory)

Need Driving Licence No

Competencies & Values

- Accountability
- Adaptability and Flexibility
- Building Trust
- Client Orientation
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Creativity
- Empowering Others
- Ethics and Values
- Integrity
- Knowledge Sharing
- Leadership
- Managing Performance
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Self-Management
- Vision
- Working in Teams

Conditions of Service and other information

Condition of Service

[Click here to view Conditions of Service](#)

Conditions of Service for International Specialist:

Note on novel coronavirus – COVID-19.

The rapidly changing nature of novel coronavirus COVID-19 has placed significant and increasing restrictions on the freedom of movement of people across the globe, within countries and across borders. Such restrictions make it very difficult for international UN Volunteers to begin their assignments at their assigned duty station and UNV cannot guarantee assignments will proceed as normal.

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Candidates for international UN Volunteer assignments during this period may be exceptionally granted alternative working arrangements to work from their place of recruitment until restrictions are lifted. This is at the discretion of the host entity. Candidates proceeding to interview are recommended to discuss the likelihood of travel and possible alternative arrangements with the host entity. If selected, candidates should carefully consider the circumstances before accepting UNV's offer.

In cases where the UN Host Entity partner has requested the UN Volunteer to perform their assignment remotely, the Post Adjustment Multiplier (PAM) and related entitlements to be paid may be adjusted to the temporary duty station from where the UN Volunteer has been requested to work if requested by the UN Host Entity.

The contract lasts for the period indicated above with possibility of extensions subject to availability of funding, operational necessity and satisfactory performance. However, there is no expectation of renewal of the assignment.

A UN Volunteer receives a Volunteer Living Allowance (VLA) which is composed of the Monthly Living Allowance (MLA) and a Family Allowance (FA) for those with dependents (maximum three).

The Volunteer Living Allowance (VLA) is paid at the end of each month to cover housing, utilities, transportation, communications and other basic needs. The VLA can be computed by applying the Post-Adjustment Multiplier (PAM) to the VLA base rate of US\$ 1,651. The VLA base rate is a global rate across the world, while the PAM is duty station/country-specific and fluctuates on a monthly basis according to the cost of living. This method ensures that international UN Volunteers have comparable purchasing power at all duty stations irrespective of varying costs of living. The PAM is established by the International Civil Service Commission (ICSC) and is published at the beginning of every month on the ICSC website <http://icsc.un.org>.

For UN Volunteer entitlements, kindly refer to the link <https://vmam.unv.org/calculator/entitlements>

In non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, international UN Volunteers receive a Well-Being Differential (WBD) on a monthly basis.

Furthermore, UN Volunteers are provided a settling-in-grant (SIG) at the start of the assignment (if the volunteer did not reside in the duty station for at least 6 months prior to taking up the assignment) and in the event of a permanent reassignment to another duty station.

UNV provides life, health, permanent disability insurances as well as assignment travel, annual leave, full integration in the UN security framework (including residential security reimbursements).

UN Volunteers are paid Daily Subsistence Allowance at the UN rate for official travels, flight tickets for periodic home visit and for the final repatriation travel (if applicable). Resettlement allowance is paid for satisfactory service at the end of the assignment.

UNV will provide, together with the offer of assignment, a copy of the Conditions of Service, including Code of conduct, to the successful candidate.

Supervision, induction and duty of care of UN Volunteers ([Roles and Responsibilities of Host Entities](#))

UN Volunteers should be provided equal duty of care as extended to all host entity personnel. Host entity support to the UN Volunteer includes, but is not limited to:

- Introductory briefings about the organisation and office-related context including security, emergency procedures, good cultural practice and orientation to the local environment;

- Support with arrival administration including setting-up of bank accounts, residence permit applications and completion of other official processes as required by the host government or host entity;
- Structured guidance, mentoring and coaching by a supervisor including a clear workplan and performance appraisal;
- Access to office space, equipment, IT support and any other systems and tools required to complete the objectives of the assignment including a host entity email address;
- Access to shared host entity corporate knowledge, training and learning;
- Inclusion of the volunteer in emergency procedures such as evacuations;
- Leave management;
- DSA for official travel, when applicable;
- All changes in the Description of Assignment occurring between recruitment and arrival or during the assignment need to be formalized with the United Nations Volunteer Programme;
- Investigate misconduct: sharing reports with the UNV;
- Provide emergency assistance, e.g. the death of volunteer or medical evacuation, in collaboration with UNV. Accept letters of guarantees or potential liabilities for covering medical costs not claimable under medical insurance in extraordinary situations (e.g. isolation facilities` services during pandemics).

Application Code

JORR000463-7630

Application procedure**Prerequisites**

This assignment is funded by JICA, therefore only former Japan Overseas Cooperation Volunteers (JICA-JOCV) who could get recommendation by JICA-JOCV Secretariat are eligible to apply. Please check your application eligibility here:

https://www.jica.go.jp/volunteer/obog/career_support/unv/index.html

This is a UN Volunteer assignment and eligible candidates must be 25 years of age or older.

Selection process

Only shortlisted candidates will be contacted. The selection will be done by the UN Host Entity at the level of the country of assignment, via competency-based interviews held via skype or telephone.

How to apply

Please apply via the link below. You can then either log in if you already have an account or register via '[Candidate Signup](#)'.

You may apply to a maximum of three assignments per advertisement and indicate your order of preference in the 'Additional Remarks' section of your profile.

Application deadline: 20 September 2020

doa.apply_url

<https://vmam.unv.org/candidate/show-doa/Sk9SUjAwMDQ2Mw==>

Disclaimer

United Nations Volunteers is an equal opportunity programme which welcomes applications from qualified professionals. We are committed

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to achieving diversity in terms of gender, nationality and culture.

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