



UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

Preamble:

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.

1. **UNV Assignment Title:** UNV Education Advisor
2. **Type of Assignment:** International UN Volunteer
3. **Project Title:** Protection, Assistance and Durable Solutions Programme for Urban Refugees in India
4. **Duration:** 1 years
5. **Location, Country:** New Delhi, India
6. **Expected Starting Date:** As soon as possible

7. Brief Project Description: In India since April 1981, UNHCR provides international protection and humanitarian assistance to individual asylum seekers in New Delhi. It assists approximately 16,000 recognized refugees and many asylum seekers, making it one of the largest urban refugee caseload in the world. UNHCR works with several different implementing partners to provide a variety of support services to refugees and asylum seekers.

With increasing rates of arrivals from countries as diverse as Somalia, Myanmar and Afghanistan, the protection of the rights of refugee children are a critical component of the operation in India and UNHCR places great importance to the right to education for all children. In India, refugee and asylum seeker children can access government schools but there are a number of barriers that need to be overcome in this regard. UNHCR works with a variety of interlocutor to achieve the objective of getting children the education that they need and the role of the IUNV would primarily be to assist in UNHCR's education support functions, in order to achieve the global objective to get children into the education system.

The post is both challenging and rewarding and requires someone who has a background in education, is patient, has excellent people and counseling skills, is helpful by nature and has the genuine interest of refugees at heart.

8. Host Agency/Host Institute: United Nations High Commissioner for Refugees (UNHCR)

9. Organizational Context: United Nations High Commissioner for Refugees (UNHCR) was established on 14 December 1950 by the UN General Assembly and began its work on 01 January 1951. UNHCR's primary mandate is to safeguard the rights and wellbeing of refugees. UNHCR strives to ensure that everyone can exercise the right to seek asylum and find safe refuge.

United Nations Volunteers

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UN Volunteers is administered by the United Nations Development Programme (UNDP)



UNHCR's collaboration with UNV and active deployment of UN Volunteers began in 1990. This collaboration progressively expanded as humanitarian crisis continued to unfold. UNHCR now administers UNVs in both emergency and non-emergency situations to work closely implementing UNHCR's mandate towards refugees and IDPs.

10. Type of Assignment Place: Assignment with family

11. Description of tasks:

Under the direct supervision of **Senior Admin /Programme Officer**, the UN Volunteer will undertake the following tasks:

- Ensure that refugee children participate in suitable educational programmes in appropriate facilities and monitor these programmes in accordance with the educational field guidelines and indicators with an emphasis on access of all children going to schooling, provision of quality education and promotion of girls' attendance.
- Promotes the refugee self-reliance strategy and sustainability of the refugee education programme within the national education system and the development of sustainable community based education mechanisms including life skills /vocational training enhancing the capacity of refugees and surrounding nationals to use their skills to become self reliant;
- Provide practical and realistic advice to implementing partner staff on developing effective educational programme and resolving problems; coaches them to find potential solutions in accordance with guidelines and best practices.
- Promotes non formal education activities to include nursery education, adult literacy, peace education, HIV/AIDS education and vocational skills training. Continually update the office, including the field offices on education related documents, standards, practices, and policies.
- Encourage role models among youths in the community and visible participation of vulnerable groups and girls in education and community events such as sports, cultural dances and debates. Provides technical guidance in order to increase access and promote quality and cost effective education for refugees. Promotes education for girls. Facilitates teach training, with particular respect to women;
- Facilitate school enrolment for the refugee children in primary schools and provide technical advice to school authorities for improvement of student retention and reduction of school drop out. Also ensure that out of school children attend bridge classes.
- Perform any other tasks as assigned by the office.

1. Programme Implementation and monitoring

- Undertake regular visit to refugee sites in order to analyze, monitor, evaluation and supervise the implementation for education programmes;
- Standardize reporting and accountability on education activities by implementing partners in all of the settlements. Monitors all of the scholarship programmes and strengthens education component of the urban refugee programme. Analyzes and comment on reports presented by UNHCR implementing and/or operational partners;
- Organize and conduct timely monitoring and evaluation meetings with implementing partners regarding their education project implementation, in accordance with the UNHCR programming cycle.

2. Coordination

- Attend all education related working groups as well as technical committee meetings as required;
- Attend all education related working groups with a view to include refugees on the national agenda as well as in donor programmes;
- Provide guidance and supervise and coordinate the activities of UNHCR implementing and operational partners involved in educational programmes.



3. Reporting

- Prepare regular reports to be shared with UNHCR offices concerned and partners as appropriate;
- Ensure the UNHCR senior management is informed of all relevant information by preparing notes for the record meetings as well as mission reports

Furthermore, UN Volunteers are encouraged 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 IVD);
- 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.

12. Results/Expected Output:

- Asylum-seeker and refugee children have access to primary education.
- Close monitoring of trends and patterns and protection concerns are reported each month in a timely and qualitative manner
- UNHCR implementing and operational partners involved in educational programmes provided with guidance and close coordination
- Updated statistics are produced every month.
- A final statement of achievements towards volunteerism for development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed.

13. Qualifications/Requirements:

- Bachelor's degree in Education, Social Work, or related field. Advanced qualifications in peace building and conflict management preferred.
- At least four (04) years working experience in peace education, project implementation and monitoring and, or related programmes.
- Highly qualified in conflict resolution, peace-building and the development of peace education as part of national curriculum or in refugee settings
- Experience in working with UN/NGOs in refugee/conflict area is an advantage.
- Excellent writing and communication skills.
- Good knowledge of Refugee issues and Human Rights doctrine
- Ability to work under pressure, in a team and good inter-personal skills necessary

Computer skills:

- MS Office, Email Systems and good knowledge of the use of Database

Language skills:

- Fluency in English required. Knowledge of other languages could be an asset



14. Living Conditions:

The incumbent will live in the capital city of India, New Delhi which has most of the economic and social amenities at a relatively medium cost. Security is relatively good but under UN Security Zone classification of level three (moderate).

15. Conditions of Service

A (please complete with the duration of assignment) - monthly contract; monthly volunteer living allowance (VLA) intended to cover housing, basic needs and utilities, equivalent to US\$ (please complete the required information); settling-in-grant (if applicable); life, health, and permanent disability insurance; return airfares (if applicable); resettlement allowance for satisfactory service.

Description of Assignment prepared by the Project Manager/UN Agency: Mr. Iftikar Majumder, Senior Admin/Programme Officer, UNHCR, New Delhi

Date: 20/01/2012 (day/month/year)

Description of Assignment approved by UNDP/RR/CD or UNV Country Office Teams/Support Office: Gul Berry, UNV Country Operations Associate, New Delhi, India

Date: 20/1/2012