



## 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:** HIV/AIDS Technical Officer
2. **Type of Assignment:** International UN Volunteer
3. **Project Title:** Joint UN Programme on HIV/AIDS (UNAIDS)
4. **Duration:** 12 months
5. **Location, Country:** Cairo, Egypt
6. **Expected Starting Date:** As soon as possible
7. **Brief Project Description:** The UN Volunteer will assist the country office in strengthening the UN support to the national AIDS response with a particular focus on communication, youth empowerment and women's issues.

8. **Host Agency/Host Institute:** UNAIDS

9. **Organizational Context:** UNAIDS Secretariat/Country Office in Egypt works with the government, non-governmental organizations, people living with HIV and other partners to fulfil its mission "to lead, strengthen and support an expanded response to HIV and AIDS" [UNAIDS mission statement]. UNAIDS Secretariat has strongly influenced the national HIV response since its establishment in Egypt through: coordinating and supporting coordination forums such as the Expanded Theme Group on HIV; organizing and strengthening the UN support to the national response; mobilizing significant resources for the response such as support from the Global Fund to Fight AIDS, TB, and Malaria; initiating key programmes such as outreaching to vulnerable women and prison inmates; coordinating large scale world AIDS campaigns; establishing the Egyptian NGO Network against AIDS; conducting key research; and engaging in high level and grass-roots advocacy and capacity building on HIV and related issues. In addition, HIV-related activities have been mainstreamed into and initiated within programs addressing people most likely to be exposed to HIV, such as street children (United Nations Children's Fund, UNICEF), prisoners (UNAIDS Secretariat and UNODC), Men who have Sex with Men (UNAIDS), Injecting Drug Users (UNODC) and refugees (Office of the United Nations High Commissioner for Refugees). UNAIDS builds partnerships within civil society by linking up nongovernmental organizations and the private sector for workplace programmes through the Egypt Business Coalition on HIV/AIDS, and by assisting the Egyptian nongovernmental organization Network against AIDS. UNAIDS is strengthening a multi-sectoral National Strategic Plan on AIDS and ensuring that the UN role on this plan is coordinated

### United Nations Volunteers

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



and efficient by establishing the Joint UN Team on AIDS, formulating one UN Joint Program of Support and actively implementing the UN Learning Strategy on HIV.

#### **10. Type of Assignment Place: assignment without family**

#### **11. Description of tasks:**

Under the direct supervision of UNAIDS Country Coordinator, the UN Volunteer will undertake the following tasks:

- Assist the UCO in providing technical support related to communications strategies and implementation of various activities related thereto
- Coordination of various community initiatives and activities that engage and empower youth
- Support the work of the UN on addressing women vulnerabilities in the context of HIV through research activities and initiatives as necessary
- Assist UCO in efforts to advance joint work of the UN Joint Team in general and the UNAIDS cosponsors specifically, for strengthened UN support to the national AIDS response with a particular focus on most at risk groups
- Assist UCO to support the National AIDS Programme and its relevant partners in response coordination and developing and implementing AIDS related activities.
- Support the coordination of the World AIDS Campaign, including preparations, resource mobilization and support to World AIDS Day activities and report writing

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:**

- UNV will develop an understanding of the objectives and operations of UNAIDS and its ten cosponsors (UNDP, WFP, UNHCR, UNODC, ILO, UNICEF, UNESCO, UNFPA, WHO and the World Bank).
- Demonstrate a good understanding of building and maintaining partnerships at national and regional level
- Develop expertise on technical issues on HIV and AIDS with counterparts in order to help promoting AIDS policies and programs, national and in the region with a specific focus on gender
- Develop skills in campaigning and implementing communication strategies particularly mobilizing youth and submit a report on progress made
- 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:**

- University degree in public health, development economics, social or political sciences, international relations, public administration, management or similar academic preparation
- Excellent knowledge of written and spoken English
- Interest in the issue of HIV/AIDS, sensitivity to people living with HIV and commitment to the values of UNAIDS and scientific evidence
- Experience in the use of office and software packages including MS Word, Excel, Powerpoint, and internet searching skills
- Sensitivity to different cultures and respect for the national context

### **14. Living Conditions:**

The UN Volunteer will be based in Cairo which is a family duty station with a wide range of services (health, education and leisure) and good living conditions.

### **15. Conditions of Service**

A 12-month contract; monthly volunteer living allowance (VLA) intended to cover housing, basic needs and utilities, equivalent to US\$ 2,007; 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:**

UNAIDS

Date: 1/4/2012

#### **Description of Assignment approved by:**

Lulwa Al-Kilani, UNV Programme Officer

Date: 1/4/2012