



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:** **Projects Management Specialist, IOM**
2. **Type of Assignment:** **International UN Volunteer**
3. **UNV Programme Strategy:**
4. **Project Title:** **Migration and Development, IOM, Senegal Country Office**
5. **Duration:** **12 months**
6. **Location, Country:** **Dakar, Senegal**
7. **Expected Starting Date:** **February 2013**
8. **Brief Project Description:**

Supporting the development and implementation of projects related to migration and development in Senegal
9. **Host Agency/Host Institute:** **International Organization for Migration (IOM)**
10. **Organizational Context:**

Established in 1951, the International Organization for Migration (IOM) is the principal intergovernmental organization in the field of migration. IOM currently counts 132 member states. A further 17 states hold observer status, as do numerous international and nongovernmental organizations. IOM's program budget for 2010 exceeds USD 1 billion, funding over 2,820 active programs and more than 7,000 staff members serving in more than 400 field offices in more than a hundred countries. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.



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IOM works to help ensure the orderly and humane management of migration, to promote international cooperation on migration issues, to assist in the search for practical solutions to migration problems and to provide humanitarian assistance to migrants in need, be they refugees, displaced persons or other uprooted people. The IOM Constitution gives explicit recognition to the link between migration and economic, social and cultural development, as well as to the right of freedom of movement of persons.

IOM works in the four broad areas of migration management: migration and development, facilitating migration, regulating migration, and addressing forced migration. Cross-cutting activities include the promotion of international migration law, policy debate and guidance, protection of migrants' rights, migration health and the gender dimension of migration. IOM works closely with governmental, intergovernmental and non-governmental partners.

The main role of the Senegal Country Office is to analyze migration issues and trends in the country, formulate national strategies and programs, and provide guidance and support to the Government and other national stakeholders in the development and implementation of projects related to migration based on national priorities.

11. Type of Assignment Place: assignment with family

12. Description of tasks:

Under the general supervision of the Regional Director and the direct supervision of the Country Head of Office, the candidate will assist in the development and implementation of national projects in the area of migration. The IUN Volunteer Specialist will undertake the following tasks:

- Analyze migration trends and issues in the country and contribute to the development of national strategies;
- Support the development of new projects, according to identified needs;
- Participate in research activities;
- Support liaison with partners and participate in meetings;
- Contribute to IOM's newsletter and any other information document on the activities of IOM;
- Prepare and facilitate visiting missions in the framework of IOM's activities;
- Perform such other duties as may be assigned, in particular fund raising activities

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;



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- 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.

13. Results/Expected Output:

- Comprehension of the migration context in Senegal;
- Knowledge of IOM tools and intervention areas in the country;
- Network of institutional country and international partners;
- Capability of developing new projects;
- 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.

14. Qualifications/Requirements:

- University Degree in Social Sciences, Political Sciences, Law or Economic Sciences or other related field;
- Interest in current migration trends and issues;
- Interest to work in the field of development cooperation with an international organization or NGO;
- Experience in West Africa especially in Senegal an advantage;
- Knowledge and experience of project design and management an advantage;
- Excellent oral and written knowledge of French, English an advantage;
- Excellent communication skills, and ability to write fluently in French;
- Sense of initiative, flexibility;
- Interest to work in a multi-cultural environment.

15. Living Conditions:

This post is based in Dakar, which is classified as an 'A' duty station. Living conditions are, on the whole, comfortable and most modern products and services are available.

16. Conditions of Service

A 12-month contract; monthly volunteer living allowance (VLA) intended to cover housing, basic needs and utilities equivalent to US\$ 2,119 (single rate), US\$ 2,369 (volunteer with one dependent), US\$ 2,569 (with two or more dependents); settling-in-grant (if applicable); life, health, and permanent disability insurance and return airfares (if applicable); resettlement allowance for satisfactory service (if applicable)

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