

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 Peacebuilding and Diversity Officer
2. **Type of Assignment:** International UN Volunteer
3. **Project Title:** Diversity Fund
4. **Duration:** Twelve months with the possibility of extension
5. **Location, Country:** Khartoum, Sudan

6. **Expected Starting Date:** Immediate

7. **Brief Project Description:**

Based on the 2009-2012 UNDAF Peacebuilding pillar, the environment for sustainable peace in Sudan will be improved through increased respect for rights and human security with special attention to individuals and communities directly affected by conflict. Some of the sub-outcomes are: (1) Sudanese society and Governments have enhanced capacity to use conflict mitigating mechanisms, (2) Individuals and communities in conflict affected areas face significantly reduced threats to social and physical security from mines, ERW and small arms, and (3) Sustainable solutions for war-affected groups are supported by national, subnational and local authorities and institutions with active participation of communities.

The efforts and initiatives conducted between 2009 and 2011 will be strengthened by a national campaign to promote diversity, pluralism, understanding and cooperation for social cohesion. In 2011, the national campaign to promote diversity was led by the UN Volunteers programme in Sudan in cooperation with UNFPA, UNIC and three universities across Sudan. The campaign was conducted in three locations across Sudan: Kassala, El-Geneina and Khartoum.

In 2012, the national campaign to promote diversity, pluralism, understanding and cooperation for social cohesion aims to strengthen the peace and development efforts conducted by the United Nations in Sudan. The UNV Peacebuilding and Diversity Officer will be the advocate and will directly support the design and implementation of the national campaign, in addition to participate in other projects related to diversity at UNDP aiming to strengthen the ongoing peacebuilding efforts to pave the road for further years.

The national campaign will work hand in hand with other ongoing projects and programmes aimed at promoting diversity, pluralism and social cohesion. UNDP Sudan already has a significant programmatic focus on conflict prevention and peacebuilding and the Joint Conflict Reduction Programme (JCRP) in particular has begun discussions on diversity and pluralism with national counterparts, and has planned a series of activities..

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

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

9. Organizational Context:

The United Nations Development Programme (UNDP) is the UN's global development network, advocating for change and connecting countries to knowledge, experience and resources to help people build a better life.

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10. Type of Assignment Place: Assignment with family

11. Description of tasks:

Through the matrix reporting arrangement, s/he will work under the strategic direction and supervision of the Joint Conflict Reduction Programme (JCRP) Manager as well as the UNV Programme Officer in close coordination with the Peace and Development Advisor (PDA). S/he will be working closely with other UN agencies, civil society organizations, universities, private sector and government. As such, s/he will be required, inter alia, to:

- Conduct focus groups, interviews and/or surveys for strategy design;
- Collaborate in the managing of the image of the campaign, from the design of the message to the successful production and distribution of the campaign materials;
- Fundraise and mobilize resources for the campaign;
- Outreach at the national level for resource mobilization;
- Oversee the implementation of the campaign at the national level by working closely with the national stakeholders across Sudan;
- Provide assistance in UNDP's related projects;
- Document the campaign efforts and results by reports, photo-stories and/or any other documentation method;
- Work closely with the JCRP Manager, the PDA, Peace Building Specialist and the JCRP team and help plan, implement, monitor and evaluate activities aimed at promoting diversity and pluralism.
- Other related duties as required.

Promotion of the UN Volunteer Programme mandate¹

UN Volunteers are expected to integrate the UN Volunteers Programme mandate within their assignment as well as promote voluntary action through engagement with communities (urban & rural) during the course of their work. As such UN volunteers should dedicate a proportion of their working week to the following in support of and in synergy with their primary role as UN Volunteer.

- Strengthen knowledge and understanding of the influence of voluntary action by the communities affected by issues of interest of UNDP through the following;
 - research of the subject matter,
 - develop knowledge of non-profit community based organizations and promote major issues of these organizations through publications and dissemination of information, that will influence development and peace-building initiatives,

¹ The United Nations Volunteers (UNV) Programme was created by the General Assembly (GA) in 1970 through GA resolution [26/59](#). Since then, UNV's mandate has been expanded by GA resolution [31/131](#) in 1976, GA resolution [56/38](#) in 2001 and others in the follow-up to the International Year of Volunteers in 2001.

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- undertake awareness-raising (promotion) activities in communities that will increase knowledge of issues of interest to UNDP's mandate,
- encourage communities to volunteer thoughts and actions to the development of their communities on the basis of core issues discussed in or for publications
- Build relationships with a wide range (private/public) of Community Based Organizations, (CBO's) Civil Society Organizations (CSO's) - to support and/or participate in community driven voluntary activities and assist them to tell their stories to the World Volunteer Web site;
- Encourage, mobilize and support co-workers and fellow UN Volunteers to better understand the connections between the UNDP's mandate and voluntarism;
- Monitor on a continual basis the impact of integrating UNDP's mandate and activities voluntary action at the community level;
- Contribute to articles/write-ups on the peace-building and development process and experiences from the above outlined activities and submit them to UNV publications/websites, newsletters, press releases, etc.;
- Promote and/or advise CSOs and citizens groups in the use of OV (online volunteering), and encourage relevant - groups to use OV whenever – technically possible.

12. Results/Expected Outputs:

- Efficient, timely, responsive, client-friendly and high-quality support rendered to stakeholders in diversity issues.
- Workshops for stakeholders to train them in diversity management and pluralism for peace and development.
- Campaign design and implementation.
- National outreach list.
- 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.
- Help the JCRP team design, monitor and evaluation activities aimed at promoting pluralism and diversity

13. Profile Requirements:

a) Qualifications, skills, experience:

- Advanced University degree in Social Sciences, Public Administration, Communications, Development, Peace Studies, Conflict Resolution or other relevant field;
- More than five (5) years of direct experience working in peace and development issues with focus on the production of communication for behavioral change.
- Ability to live and work in a challenging political and economic environment prior experience in conflict or post-conflict settings strongly preferred;
- Working experience or familiarity with campaigning, community dialogue and working with youth;
- Excellent knowledge of the socio-political context of Sudan, particularly in rural areas and a thorough understanding of conflict dynamics will be an asset;
- Languages: Fluency in oral and written English; knowledge of Arabic would be an asset.
- Have affinity with or interest in humanitarian relief, post-conflict situations, volunteerism as a mechanism for durable development, and the UN System.

b) Competencies and values:

- Vision: An in-depth understanding of the unit's strategic direction and ability to transform it into a results-oriented work programme.
- Professionalism: Proven expertise in area of assignment; in-depth understanding of and an ability to evaluate international political situations in that area; experience in bilateral and multilateral negotiations.
- Leadership: Proven ability to provide effective leadership and transfer advice and knowledge to staff at all levels and from different national and cultural backgrounds.

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- Managing performance: Proven effective supervisory skills; ability to mentor staff and provide guidance and support.
- Planning and organizing: Proven ability to establish priorities and to plan, organize, coordinate and monitor own work plan and provide advice and guidance to others; in-depth understanding of division's strategic direction; resourcefulness, sound judgement and decision-making skills.
- Judgment/Decision-making: Demonstrated sound judgement in resolving issues/problems; ability to proactively seek and recommend sound policy initiatives.
- Creativity: Ability to actively seek to improve programmes/services, offer new and different options to solve problems/meet client needs.
- Communications: Excellent and effective communication (verbal and written) skills, including ability to prepare reports and conduct presentations by clearly formulating positions on issues, articulating options concisely conveying maximum necessary information, making and defending recommendations; diplomacy and tact; ability to convey difficult issues and positions to senior officials.
- Teamwork: Excellent interpersonal skills; ability to establish and maintain effective working relations with people in a multicultural, multi-ethnic environment with sensitivity and respect for diversity.
- Negotiation skills: Effective negotiating skills and ability to work with others to reach mutually benefiting and lasting understanding.

14. Living Conditions:

Khartoum is the capital and trading centre of Sudan and is situated in Khartoum State, at the junction of the Blue and White Nile rivers; Omdurman is also a suburb of Khartoum, giving the urban area a population of over 3 million. It has long served as a major communications centre between the Arab countries of North Africa and central African countries. The city lies near the rich, irrigated cotton-growing Gezira area to the south and much of its trade is based on Nile river traffic. An oil pipeline links the city with Port Sudan on the Red Sea. Industries include tanning, textiles, light engineering, food processing, glassware, and printing.

The climate ranges from tropical in the south to arid dry desert in the north. Khartoum is one of the hottest capitals in the world in summer, although the winter months are cooler and pleasant. A rainy season in many areas spans from April to October.

13. Conditions of Service:

Contracts are issued for one year at a time (renewable depending on operational necessity and satisfactory performance). Settling-In-Grant is provided. Monthly Volunteer Living Allowance (VLA) – intended to cover housing, utilities, and normal cost-of-living expenses – ranges between US\$ 2,471 and US\$ 2,921, depending on the number of primary dependents. Hazardous duty station supplement (HDSS) amounting to US\$ 640 per month may be applicable in certain duty stations. Life, health and permanent disability insurance are included, as well as periodic home leave, final repatriation, and resettlement allowance. A copy of the UNV Conditions of Service will be provided to the successful candidate together with the offer of assignment.

Description of Assignment prepared by the Project Manager/UN Entity:

Pontus Ohrstedt, Team Leader – Crisis Prevention and Recovery Unit, UNDP Sudan

Date: 19/01/12

Description of Assignment approved by UNV Field Unit:

German Robles Osuna, UNV Programme Officer, UNV Field Unit, UNDP Sudan

Date: 19/01/12

The United Nations Volunteers (UNV) programme is committed to ensuring gender equity among UN Volunteers and welcomes applications from women.

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