



## 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: UN Volunteer in Community Development**

Global Programme on Community Resilience for Environment and Disaster Risk Reduction  
Outcome 1, Output 1.1: Community resilience in urban settings in South Asia and Sub-Sahara Africa strengthened in UN system projects

**2. Type of Assignment: International UN Volunteer**

**3. Project Title: Innovation for Community Resilience in Humanitarian Situations**

**4. Duration: 12 months, with possible extension**

**5. Location, Country: Phnom Penh, Cambodia**

**6. Expected Starting Date: As soon as possible**

**7. Brief Project Description:**

A large proportion of the population in Cambodia subsists at income levels just above the poverty line. Alongside the poor and most vulnerable families, these families are highly exposed to economic shocks, poor health conditions and frequent extreme weather events such as floods and droughts. Cambodia is among the countries globally that are most vulnerable to climate change; flooding occurs alongside Mekong River and Tonle Sap Lake, and the east, west and north-western parts of the country are drought-prone areas. The magnitude and severity of floods and droughts have increased from year to year, and have caused great loss in economy and human lives, affected people's livelihoods and agricultural production, and damaged social infrastructures. In recent years there have also been more severe storms and more recurrent lightning strikes.

The upcoming 2016-2018 UNICEF Cambodia country programme will enhance support to especially the most vulnerable communities to increase resilience, and to activate local coping mechanisms in humanitarian situations through a dedicated programme focusing to ensure that:

- *By 2018, children and women in targeted communities contribute to the design and implementation of subnational policies and systems for strengthening community resilience and activation of local coping mechanisms during humanitarian situations*

The key activities under this output will focus on: a) Increasing the participation of children, adolescents and women in mapping and analysing risks from a community perspective: b) Establishing innovation/learning labs for children, youth and women to identify and propose solutions to strengthen

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local coping mechanisms and resilience: c) establish formal mechanisms to link innovation/learning labs to the development of subnational Disaster Risk Reduction (DRR) plans: d) monitor, evaluate and document best practices on resilience and DRR, and facilitate inclusion of this in national and sub-national policy for resilience/DRR.

These activities will help to address the needs of vulnerable communities in Cambodia in relation to community resilience for humanitarian situations and are in line with UNICEF's global position on the need to prioritize community resilience in the context of sustainable development goals:

- *By 2030 build the resilience of the poor and those in vulnerable situations, and reduce their exposure and vulnerability to climate-related extreme events and other economic, social and environmental shocks and disasters*
- *Children and youth are supported to meaningfully participate in national and local level DRR and development planning processes*
- *Increase access by the most vulnerable children and risk prone households to quality social services, including education, health, WASH and protection, developed on the basis of an analysis of risk*
- *No child dies due to disaster in a school built after 2017 or modified after 2030*

The work to strengthen community resilience in humanitarian situations will take place in tandem with UNICEF's support to ensuring good governance and social inclusion in the national democratic development process of Cambodia, which is implemented under the Local Governance for Child Rights programme.

## **8. Host Agency/Host Institute: UNICEF**

## **9. Organizational Context:**

UNICEF in Cambodia works as part of the United Nations system, with the government, civil society and other development partners to fulfil its mandate to promote and protect the rights of children and women. UNICEF's work is guided by the Universal Declaration of Human Rights and core human rights treaties, especially the Convention on the Rights of the Child and the Convention on the Elimination of All Forms of Discrimination against Women. The UNICEF / Royal Government of Cambodia three-year country programme 2016-18 has been developed to advance the realization of children's rights in Cambodia covering four main programme components of Integrated Early Childhood Development, Quality and Inclusive Education, Protective Environment, and Social Inclusion and Governance.

The majority of staff are located in the country office in Phnom Penh, in addition to which UNICEF has three zone offices: one in Phnom Penh covering the southern provinces, one in Siem Reap covering the north-western provinces, and one in Kratie covering the north-eastern provinces. Total staff accounts to approximately 110 persons, 20 of whom are internationals and 90 nationals of Cambodia.

The UN Volunteer will be based in Phnom Penh and will work within the Community Development and Resilience programme component reporting to the Chief of Community Development. The post is office-based with travel to project sites as well as to relevant meetings and conferences organised by the section.

The Community Development and Resilience programme comprises 10 staff working in a multi-disciplinary team with a focus on: a) Capacity strengthening of sub-national administration in delivering universally inclusive and child sensitive social services and disaster risk reduction support; b) Community engagement in mapping social needs and disasters, and planning, implementation and monitoring of commune level activities to address these; c) Communication for promotion of family care practices for integrated early childhood development and d) Strengthening of local partnerships to deliver specialized services for families affected by disability. 8 staff are based in UNICEF's country

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office in Phnom Penh and 2 are based in UNICEF's zone offices in Siem Reap and Kratie provinces. The UN Volunteer will be part of the multi-disciplinary team and will have opportunities to work will all dimensions of the work of the programme.

**10. Type of Assignment Place:** Assignment with family

**11. Description of tasks:**

The UN Volunteer will support the overall co-ordination of the implementation of programme activities that specifically promote child, youth and women's participation in identification and establishment of local coping mechanisms for community resilience. This will include:

- Support in the monitoring and reporting of implementation progress and challenges - vis a vis gaps perceived by youth
- Contribute to the establishment and facilitation of innovation and learning labs for most vulnerable youth and women's groups to explore and co-create input for improved community resilience models
- Participate in the analysing, documenting and communicating of good practices for improved community resilience
- Assist in identifying opportunities for youth centred social entrepreneurs supported by the corporate private sector

Furthermore, UN Volunteers are strongly 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:**

It is expected that the UN Volunteer will contribute to the following outputs:

- Formal establishment of internal and external procedures and formats for participation of youth and women - through innovation and learning labs
- Implementation of selected UNICEF activities explicitly harnessing the participation and input of youth groups and networks – and this is documented and communicated to relevant stakeholders
- Formal UNICEF engagement with youth centred social entrepreneurship initiatives supported by the corporate sector

**13. Qualifications/Requirements:**

- University Degree, preferably Advanced University Degree in Community Resilience, Community Development, Communication for Development, Innovation, or a related field
- Demonstrated interest and at least 2 years of relevant professional experience in facilitating socially inclusive innovation and participatory processes to harness the power and potential of communities – in particular children, youth and women
- Motivation to contribute towards peace and development and to serve others;



- Good interpersonal, networking and communication skills;
- Willingness to contribute and work as part of a team;
- Flexible and open to learning and new experiences;
- Respect for diversity and adaptability to other cultures, environments and living conditions;
- Fluency in spoken and written English
- Previous experience as a volunteer and/or experience of another culture, (i.e. studies, volunteer work, internship) will be highly regarded;
- Computer skills (i.e. Word, Excel, PowerPoint, social media, and others).

#### 14. Living Conditions:

The climate of Cambodia is tropical, monsoonal and is characterized by heat and humidity. The rainy season lasts from May to October and the hot, dry season from November until April.

Houses and apartments are available to suit most budgets and preferences. House hunting is not difficult in Phnom Penh. The usual means of locating suitable accommodation is through estate agents/realtors.

There are few taxi operators in Phnom Penh, so for daily transportation the cheapest, fastest and most frequent mode of travel is by motodup (you sit behind a driver of a motorbike). Some UN volunteers chose to purchase their own mode of transportation, be it a car, a motorbike or a pushbike. They are strictly recommended by UN security to wear seatbelts in cars and helmets when traveling on motorbikes, motodups or bicycling.

In terms of health, common diseases in Cambodia are those which exist in other tropical countries like diarrhoea, malaria, dengue and HIV/AIDS. Most of the serious cases have been reported contracted in hilly, rural and densely forested areas. City dwellers like in Phnom Penh can also be at risk due to poor disposal of waste. Generally in cities, people use purified water for drinking and cooking. The recommended vaccinations are those against typhoid, Hepatitis A, Hepatitis B, Tuberculosis and Japanese Encephalitis.

While medical facilities in Cambodia are sufficient for the treatment of most routine ailments and minor accidents, illnesses and accidents of more serious nature require medical evacuation, usually to Bangkok or Singapore.

#### 15. Conditions of Service ([International CoS 2015](#))

The duration of your assignment is 12 months. A 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. The VLA is intended to cover housing, basic needs and utilities and is equivalent to US\$ 2,000 for volunteers with no dependents, US\$ 2,250 for volunteers with one recognized dependent, and US\$ 2,450 for volunteers with two or more recognized dependents.

The above-mentioned amounts are calculated using the MLA rate applicable for the duty station to which the family allowance (if applicable) is added: \$US250 for one dependent and \$US 450 for two or more dependents.

The MLA for the duty station is obtained from the base rate of US \$ 1,554 which is reviewed once a year, and is adjusted on a monthly basis according to the movement (upwards or downwards) of the Post Adjustment Multiplier (PAM) applicable for each duty station. The PAM is established by the International Civil Service Commission (ICSC) to ensure that international UN Volunteers have comparable purchasing power at all duty stations despite varying costs of living. The applicable MLA is calculated as follows:  $MLA = (MLA \text{ base rate} \times PAM) + MLA \text{ base rate}$ . See ICSC website <http://icsc.un.org> for more information on the applicable PAM rates.

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In addition, UN Volunteers are provided a one-time settling-in-grant (if applicable); Well-Being Differential (applicable only in hardship non-family duty stations) life, health, and permanent disability insurance; return airfares (if applicable); resettlement allowance for satisfactory service.

**Description of Assignment prepared by the UN Agency:**

Tomas Jensen, Chief Community Development, UNICEF Cambodia  
Date: 06/04/2015

**Description of Assignment approved by the UNV Field Unit:**

Name: Isabelle Devylder, UNV Programme Officer, Cambodia  
Date: 07/04/2015

*United Nations Volunteers is an equal opportunity programme which welcomes applications from qualified professionals. We are committed to achieving diversity in terms of gender, nationality and culture.*