

## UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

### SEN000334--Programme Policy Officer (Food Assistance for Asset)

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.

## General Information

---

Country of Assignment	Senegal
Host Institute	World Food Programme
Volunteer Category	International Specialist
Number of Volunteer	1
Duration	24 Months
Expected Starting Date	02-10-2017
Duty Station	Dakar
Assignment Place	Family Duty Station
Assignment Place Remark	
Family Assignment	

T. +49 (0) 228-815 2000

F. +49 (0) 228-815 2001

A. PO Box 260111, 53113 Bonn, Germany

W. [www.unv.org](http://www.unv.org)

*We are inspiration in action*

The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).

## Living Conditions

The assignment will take place in the nation's capital, Dakar, a family duty station (Hardship classification A) with frequent missions to the region. Dakar is a liveable city. The living conditions in Dakar are good and the social climate is calm. Senegal is an open country that enjoys social stability resulting from the smooth functioning of state institutions. Senegal is also provided with a good level of infrastructure (e.g. roads) but the distribution of water is electricity can be volatile in Dakar and other cities and towns of the country, requiring many civil servants to use generators.

Senegal is also a popular tourist destination. The reception and spontaneous hospitality of Senegalese are among the characteristic features of this West African country. The country is at the level of Security 2, which corresponds to "Low", except for the Casamance natural region (administrative regions of Kolda, Sédhiou and Ziguinchor) where acts of banditry are often reported but also the presence of Elements of the Movement of Democratic Forces of Casamance (MFDC) and unexploded ordnance (UXO). All United Nations personnel must scrupulously comply with UNDSS procedures and recommendations during their assignment to Senegal. Thefts and burglary are the main incidents against UN personnel.

There is no R&R entitlement in Senegal. The access to health services in Dakar is good. The yellow fever vaccine is compulsory and vaccination cards should be presented at the entrance. Vaccinations against Meningococcal Meningitis and Hepatitis A and B are also recommended. The basic drugs are available in pharmacies but it is recommended to bring specific prescription drugs.

Per ANSD/RGPHAE 2013 official estimates, the population of Dakar metropolitan area reaches over 3.1 million people. The total population of Senegal is 13.508.715 inhabitants (ANSD 2013). Senegal is located on UTC/ GMT. Senegal has warm climate and sunny days throughout the year that make it a comfortable duty station. Daytime temperatures are on average around 30°C. Rainy season is in the northern hemisphere's summer/fall. The currency used in Senegal is called Franc CFA (XOF). On 5 May 2017, the average exchange rate is 1 USD = 596.729 XOF. Many hotels, restaurants and large businesses in Senegal accept the main international credit cards (Visa, MasterCard, American Express, etc.). It is also possible to withdraw cash from automatic telling machines found in all the major cities.

The accommodation facilities are in general good and the choice is wide. It is possible to rent unfurnished and furnished accommodations from 450 to 2000 USD. UN Volunteers can also co-rent and share private accommodations, which must comply with Minimum Operating Residential Security Standards (MORSS). Transportation in town can be easily arranged through local taxis.

To enter Senegal, a valid passport is required. ECOWAS (Economic Community of West African States) nationals are not required an entry visa. Nationals of other countries may be required an entry visa or long stay visa. They should contact the closest Senegalese representation. Senegalese Embassies and consulates in various West African countries and in other parts of the world issue visas prior to travel.

The UNV Field Unit can provide assistance in booking temporary accommodation for the first nights at UN Volunteer expenses, which can be extended or not at UN Volunteer discretion until getting a permanent accommodation.

Note: For all international travel to Senegal, security clearance must be requested a minimum of 7 days prior to travel

## Assignment Details

T. +49 (0) 228-815 2000

A. PO Box 260111, 53113 Bonn, Germany

*We are inspiration in action*

F. +49 (0) 228-815 2001

W. [www.unv.org](http://www.unv.org)

The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).

**Assignment Title** Programme Policy Officer (Food Assistance for Asset)

### **Organizational Context & Project Description**

The World Food Programme (WFP) is the world's largest humanitarian agency, fighting hunger worldwide. The UN Volunteer will be based at the WFP Country Office in Dakar, Senegal. The deployment is foreseen for a duration of 24 months, starting during 2017 last quarter (October-December 2017).

#### **Brief description of WFP Activities in Senegal**

WFP provides food and nutrition assistance in all 14 regions of Senegal. WFP increasingly aims to target the most vulnerable communities with an integrated assistance package for better results. WFP envisions a hunger free Senegal, in which food-insecure households have access to adequate nutritious food all year around; and vulnerable populations are resilient to shocks and are able to rely on integrated sustainable food systems.

Through its Protracted Relief and Recovery (PRRO) and Country Programme (CP), WFP maintains a twin track response - responding to shocks and assisting populations in their early recovery, while continuing efforts to build resilience in anticipation of shocks with a focus on the same vulnerable communities over two to three years. Overall, activities include targeted food assistance, supplementary feeding, school meals and Food Assistance for Assets (FFA). Jointly with Oxfam, WFP is extending the R4 Rural Resilience Initiative, which aims at building vulnerable communities' resilience to climate change through the integration of four risk management strategies based on assets creation (FFA), agricultural micro insurance, credit and savings. WFP is also prioritizing local procurement - through the Purchase from African for Africa (PAA) partnership with FAO and Brazil - and cash-based transfers (CBT).

WFP has recently developed a new corporate architecture based on a Strategic Plan (2017–2021); the Corporate Results Framework; the country strategic planning approach; and the Financial Framework Review. In Senegal a process has started to lead to the implementation of a country based strategic plan, starting in 2019. An interim country strategic plan is being developed to cover interventions in 2018. In this context resilience activities assume a crucial importance in WFP strategy in the country and the R4 Initiative has been identified as one of the priority activities to be implemented to contribute to achieve a hunger free Senegal by 2030.

In this context, WFP is currently planning to scale up the R4 Initiative in Senegal to 2 new regions and continue implementation in the 3 current regions. To do so the resilience unit, which currently manages the Initiative, needs to be reinforced in terms of program support to the risk reduction component and FFA activities.

**Sustainable Development Goals** 2. Zero Hunger

**UNV Focus Area** Community resilience environment & disaster reduction

#### **Task description**

Under the direct supervision of the Programme Policy Officer on FFA and the overall supervision of the R4 Coordinator, the UN Volunteer will undertake the following tasks:

Contribute to plan and manage WFP field operations within the area of assignment to ensure effective and efficient delivery of food assistance and that daily operational issues are timely resolved to prevent losses or delays;

**T.** +49 (0) 228-815 2000

**A.** PO Box 260111, 53113 Bonn, Germany

*We are inspiration in action*

**F.** +49 (0) 228-815 2001

**W.** [www.unv.org](http://www.unv.org)

The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).

Support the Programme Policy Officer to develop timely annual work plans for disaster risk reduction (DRR) activities for the year in collaboration with specialized NGOs and Cooperating Partners and Sub office;

Support the Programme Policy Officer to assess the need for food assistance in the R4 regions, draw up plans for its timely arrival or distribution of food coupons in coordination with government and other donors, and monitor the implementation of these plans

Develop and sustain liaison with key professionals and NGOs engaged in the field of food security, contribute to efforts in building effective and collaborative relations with the local authorities;

Support and develop capacity in the sub-office, and within cooperating partners, in relation to cash transfer programming;

Liaise with project implementing authorities and undertake visits to view project outputs including assets creation, and beneficiaries, inspect assets created to ensure that progress is made in the achievement of project objectives;

Prepare periodic reports on the progress of operational projects and related government plans, ensuring compliance with WFP's policies, criteria and procedures with respect to food aid;

Ensures a proper monitoring of ongoing projects and ensures the quality of the assets built or renovated in collaboration with local technical services; prepares and submits a monthly monitoring of ongoing projects;

Contribute to the planning Voucher and Food Post Distribution Monitoring surveys;

Perform other related duties as required.

Furthermore, UN Volunteers are required 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 International Volunteer Day)- 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.

### Results/Expected Outputs

General understanding of WFP overall operations and activities in the region of assignment

Become familiar with the principal components of WFP's resilience strategy in Senegal and the R4 Initiative

Good knowledge of resilience programming and FFA

Strong understanding of integrated risk management approaches

### Expected Outputs

Programme activities coordinated.

Project sites visited.

Coordination meetings attended.

Monitoring reports prepared.

T. +49 (0) 228-815 2000

A. PO Box 260111, 53113 Bonn, Germany

F. +49 (0) 228-815 2001

W. [www.unv.org](http://www.unv.org)

*We are inspiration in action*

The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).

- The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counter-parts, including Implementing Partners (IPs);
- Age, Gender and Diversity (AGD) perspective is systematically applied, integrated and documented in all activities throughout the assignment
- A final statement of achievements towards volunteerism for peace and development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed

## Qualifications/Requirements

---

**Required Degree Level** Bachelor degree or equivalent

### Education - Additional Comments

International Development Studies, Social Sciences, Public Administration, Agriculture or a related field.

**Years of Required Work Experience** 24 months

### Experience Description

A minimum of 2 years job-related field experience is required.

Prior volunteer experience in assets creation is desirable.

Prior programme management at field office level is most desirable

Experience with cash-based programmes, in emergency and development contexts desirable

### Language Skills

- English ( Mandatory ) , Level - Fluent
- AND - French ( Mandatory ) , Level - Working Knowledge

### DoA Expertise

- Other development programme/project experience ( Mandatory )
- Emergency response, immediate relief operations, and post-conflict humanitarian aid operations ( Optional )
- Development programme management ( Optional )

### Additional Requirements for Area of Expertise

Technical assistance and volunteer management

- The candidate should have a University degree in International Development Studies, Social Sciences, Public Administration, Agriculture or a related field.
- Good knowledge of Microsoft Office Package (Word, Excel) is necessary.

T. +49 (0) 228-815 2000

A. PO Box 260111, 53113 Bonn, Germany

F. +49 (0) 228-815 2001

W. [www.unv.org](http://www.unv.org)

*We are inspiration in action*

The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).

Need Driving Licence No

## Competencies & Values

- Accountability
- Adaptability and Flexibility
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Integrity
- Planning and Organizing
- Professionalism
- Working in Teams

## Conditions of Service and other information

---

Condition of Service [Click here to view Conditions of Service](#)

### Conditions of Service for International Specialist:

The contract lasts for the period indicated above with possibility of extensions subject to availability of funding, operational necessity and satisfactory performance. However, there is no expectation of renewal of the assignment.

A UN 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 (maximum three).

The Volunteer Living Allowance (VLA) is paid at the end of each month to cover housing, utilities, transportation, communications and other basic needs. The VLA can be computed by applying the Post-Adjustment Multiplier (PAM) to the VLA base rate of US\$ 1,587. The VLA base rate is a global rate across the world, while the PAM is duty station/country-specific and fluctuates on a monthly basis according to the cost of living. This method ensures that international UN Volunteers have comparable purchasing power at all duty stations irrespective of varying costs of living. The PAM is established by the International Civil Service Commission (ICSC) and is published at the beginning of every month on the ICSC website <http://icsc.un.org>.

For example, kindly enter the link [Calculator](#)

In non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, international UN Volunteers receive a Well-Being Differential (WBD) on a monthly basis.

Furthermore, UN Volunteers are provided a settling-in-grant (SIG) at the start of the assignment (if the volunteer did not reside in the duty station for at least 6 months prior to taking up the assignment) and in the event of a permanent reassignment to another duty station.

T. +49 (0) 228-815 2000

A. PO Box 260111, 53113 Bonn, Germany

*We are inspiration in action*

F. +49 (0) 228-815 2001

W. [www.unv.org](http://www.unv.org)

The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).

UNV provides life, health, permanent disability insurances as well as assignment travel, annual leave, full integration in the UN security framework (including residential security reimbursements).

UN Volunteers are paid Daily Subsistence Allowance at the UN rate for official travels, flight tickets for periodic home visit and for the final repatriation travel (if applicable). Resettlement allowance is paid for satisfactory service at the end of the assignment.

UNV will provide, together with the offer of assignment, a copy of the Conditions of Service, including Code of conduct, to the successful candidate.

---

**Application Code** SENR000334-2108

### Application procedure

#### Application

*Not yet registered in the UNV Talent Pool?*

Please first register your profile at <https://vmam.unv.org/candidate/signup>.

**Important:** After creating your account, complete all sections of your profile and submit it. Then go to 'My Page' at <https://vmam.unv.org/candidate/mypage> and click on the 'Special Calls' hyperlink. Lastly, select the special call to which you would like to apply.

*Already registered in the UNV Talent Pool?*

Please first update your profile at <https://vmam.unv.org/candidate/profile>. Then go to 'My Page' at <https://vmam.unv.org/candidate/mypage> and click on the 'Special Calls' hyperlink to select the special call to which you would like to apply.

This assignment is funded by JICA, and **only former Japan Overseas Cooperation Volunteers (JICA-JOCV) who could get recommendation by JICA-JOCV Secretariat are eligible to apply**. Please check your application eligibility here: [JICA website](#).

Application deadline: **30 June 2017**

#### Disclaimer

*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.*

T. +49 (0) 228-815 2000

F. +49 (0) 228-815 2001

A. PO Box 260111, 53113 Bonn, Germany

W. [www.unv.org](http://www.unv.org)

**We are inspiration in action**

The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).