

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

MOZR000629--Disaster Risk Reduction Analyst

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	Mozambique
Host Institute	United Nations Development Programme
Volunteer Category	International Specialist
Number of Volunteer	1
Duration	3 months
Expected Starting Date	Immediate
Duty Station	Beira [MOZ]
Assignment Place Remark	
Living Conditions	

Mozambique has a total population of about 29 million people and is located on the southeast coast of Africa. To the East, is the Indian Ocean, Tanzania, Malawi and Zambia is to the north, to the west is Zimbabwe and South Africa and to the South, Swaziland and South Africa. The total area of Mozambique is 799 380 Km square from North to South. It is tropical hot and humid. The hottest and wettest months in Maputo are December to February, when the average daily minimum temperatures are around 22°C and the average daily highs of 30°C. The rain season is between October and April. Winters (June to August) are mild with the average daily temperature ranging from 13°C to 24°C. Basic health facilities and food are available everywhere. The security situation is reliable, but some precaution is needed at the same time. Communication and transport services are available at various costs. Regarding accommodation and food, houses and apartments can be rented from US\$ 600 to US\$ 1,000 per month and meals at the restaurant cost between US\$ 10 and US\$ 30. Food, household commodities and clothing can be found in shops and

local markets at reasonable prices. An entry visa is required for all travelers and must be obtained from Mozambican Embassy prior to travelling. The metical is the local currency and exchange rate stands at USD 1 equivalent to about 58 meticaís (MZM) as per August 2018. Commercial banks are operational in the country and Visa cards are accepted in very limited hotels. Maputo is categorized as a family duty station offering a variety of different accommodation options. It has a vibrant international community whilst also providing excellent opportunities to work in a national, Mozambican context.

Assignment Details

Assignment Title Disaster Risk Reduction Analyst

Organizational Context & Project Description

On 14 March 2019, Tropical Cyclone Idai made landfall in Mozambique, leaving devastating loss of life and large-scale destruction of assets and infrastructure in its wake. Entire swathes of crops were damaged – with nearly 500,000 hectares flooded – and severe loss of livestock is expected, exacerbating food insecurity across the central region of the country. Tens of thousands of people were displaced with an estimated 1.85 million people in need of urgent assistance. The revised HRP issued on March 26 includes one strategic objective aimed to Support the restoration of livelihoods and strengthen resilience of climate affected population.

On March 21 UNDP Crisis Board declared a UNDP crisis response level 2 that grants comprehensive support to increase the capacity of the country office (CO) to respond to the crisis and enable the initiation of recovery activities. The Crisis Board immediately allocated to the CO \$100,000 for coordination and assessment activities and \$ 500,000 to kickstart early recovery projects. UNDP has also deployed an Early Recovery Advisor, a programme and operations advisor, a resident representative (a.i), a communication specialist and a PDNA advisor amongst other profiles. The CO has good DRR and recovery capacity, however, given the severity and magnitude of the crisis followed by cyclone Kenneth, UNDP will require to rapidly boost its capacity and it is time critical for UNDP to prioritize DRR activities.

The effects of Cyclone Idai worsened following Cyclone Kenneth and there is an urgent need to respond quickly even as the situation evolves. Furthermore, with a multi-cluster assessment being prepared, and the need for a debris and waste management assessment, there will be a need for additional debris and waste management capacity. As the humanitarian cluster system in Mozambique has been expanded to Pemba for the Cyclone Kenneth response, led by a Provincial Humanitarian Country Team, with the clusters for Logistics, Shelter, Protection and Wash being set up, there will be a need for additional capacity to support DRR.

Sustainable Development Goals 1. No poverty

Task description

Under the overall supervision of the Senior Programme advisor and the technical supervision of the head of the crisis unit, the staff will perform the following task

Summary of Key Functions:

- Ensures effective integration of Disaster Risk Reduction and Climate Change Adaptation component in support to Country Programme;
- Supervises and monitors implementation of the CO Disaster Risk Reduction and Climate Change Adaptation component and related projects;
- Ensures coordination with Government counterparts at various levels and other relevant organizations/stakeholders;
- Ensures quality management services and facilitates Knowledge Building and Management.

Ensures effective integration of Disaster Risk Reduction and Climate Change Adaptation component in support to Country Programme:

- Provides programme guidance in design, formulation and implementation of Disaster Risk Reduction and Climate Change Adaptation Component of the Country Programme;
- Coordinates with the executing/implementing agencies and monitors project progress, delivery and results to ensure effective programme implementation;
- Provides technical guidance to the UNDP and Government project personnel for effective day-to-day programme implementation;
- Coordinate with the respective UNDP focal for gender to mainstream gender aspect in DRR programme implementation;
- Support project implementation, resource tracking, reporting in UNDP, in coordination with relevant programme and projects;

Supervises and monitors implementation of the CO Disaster Risk Reduction and Climate Change Adaptation component and related projects:

- Monitors and ensures smooth implementation of DRR and CCA projects to assure results-based targets, including compliance to monitoring and evaluation, and other accountability instruments;
- Assures compliance and reviews the status of project activities and project management on the ground through monitoring field visits, and make recommendations as required;
- Assure integration of gender perspectives into the programme implementation;
- Monitors and identifies operational and financial problems and makes recommendations for solutions;
- Produces regular and ad-hoc programme and project related reports by coordinating and utilizing existing expertise, knowledge, and experiences acquired from the projects;
- Reviews and identifies resource needs and gaps (human, financial, material) of programme and projects required to meet expected targets.

Ensures coordination with Government and other relevant stakeholders:

- Supports in developing strategic partnerships with Government institutions, UN Agencies NGOs and other relevant partners to ensure effective management and implementation of the Disaster Management Programme;
- Coordinates with the Government counterparts and various stakeholders for effective coordination

and policy dialogue in the field of Disaster Risk Reduction;

- Promotes linkages of DRR with the climate change adaptation, recovery, governance and sustainable & inclusive economic transformation programmes in the country;
- Identifies opportunities for joint project/programme with other Pillars of Country Programme and /or other UN agencies for ensuring convergence;
- Leads/engages in and represents UNDP at coordination mechanisms and maintain the network of contacts for information sharing on DRR and CCA activities
- Supports the CO for enhancing the capacity for crisis management in response to disasters.

Ensures quality management services and facilitates Knowledge Building and Management:

- Identifies and documents best practices and lessons learned linked to the Disaster Risk Reduction and Climate Change Adaptation; Monitors national level data on DRR & CCA and summarizes the findings and uses findings for the programming purpose;
- Advocates for the role and impact of DRR and CCA in all programmatic fields and promote mainstreaming of Disaster Risk Reduction programming within the Government and UN/UNDP;
- Provides substantive inputs to Communication Plans and conducts outreach functions on DRR and CCA;
- Maintains strategic alliances with partners in government, NGOs, private sector and academia;
- Identifies and develops suitable media partnerships to increase the visibility of DRR and CCA issues in the country;

Supports in enhancing DRR capacity within UNDP as well as the stakeholders in the country.

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- Provide annual and end of assignment reports on UN Volunteer actions, results and opportunities using UNV's Volunteer Reporting Application- 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

- Ensures effective integration of Disaster Risk Reduction and Climate Change Adaptation component in support to Country Programme;

- Supervises and monitors implementation of the CO Disaster Risk Reduction and Climate Change Adaptation component and related projects;
 - Ensures coordination with Government counterparts at various levels and other relevant organizations/stakeholders;
 - Ensures quality management services and facilitates Knowledge Building and Management.
- 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 Master degree or equivalent

Education - Additional Comments

Advanced University Degree in social sciences or discipline relevant to disaster risk reduction, with internationally recognized contributions to the theory and practice of disaster reduction and recovery.

Required experience 60 months

Experience Remark

- At least 5 years of increasingly responsible experience in planning and managing technical cooperation strategies and relevant advocacy programmes in disaster risk reduction, emergency response and/or post-disaster recovery.
- Familiarity with UNDP work in the Africa region at country and regional level will be an asset

Language Skills

- English (Mandatory) , Level - Fluent
- AND - Portuguese (Mandatory) , Level - Fluent

Area of Expertise

- Disaster risk reduction Mandatory
- Other development programme/project experience Optional
- Development programme management Mandatory

Area of Expertise Requirement

Other Skills:

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

Qualifications and/or industry certification and/or demonstrable experience in the following applications:
Microsoft Office (advanced user certification of MS Access, MS Excel and MS Word desirable)

Need Driving Licence No

Competencies & Values

- Adaptability and Flexibility
- Commitment to Continuous Learning
- Communication
- Ethics and Values
- Integrity
- Planning and Organizing
- Professionalism
- Respect for Diversity
- 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\$ 1,631. 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>.

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For UN Volunteer entitlements, kindly refer to the link <https://vmam.unv.org/calculator/entitlements>

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.

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.

Supervision, induction and duty of care of UN Volunteers

UN Volunteers should be provided equal duty of care as extended to all host entity personnel. Host entity support to the UN Volunteer includes, but is not limited to:

- Introductory briefings about the organisation and office-related context including security, emergency procedures, good cultural practice and orientation to the local environment;
- Support with arrival administration including setting-up of bank accounts, residence permit applications and completion of other official processes as required by the host government or host entity;
- Structured guidance, mentoring and coaching by a supervisor including a clear workplan and performance appraisal;
- Access to office space, equipment, IT support and any other systems and tools required to complete the objectives of the assignment including a host entity email address;
- Access to shared host entity corporate knowledge, training and learning;

