

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

CODR000617--Livelihoods Recovery and Socioeconomic Reintegration Specialist

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	Congo, Democratic Republic
Host Institute	United Nations Development Programme
Volunteer Category	International Specialist
Number of Volunteer	1
Duration	12 months
Possibility of Extension	Yes
Expected Starting Date	Immediate
Duty Station	Kinshasa [COD]
Assignment Place	Family Duty Station
Assignment Place Remark	
Living Conditions	

In Kinshasa (capital), all UN and UNDP staff live in La Gombe, a residential and safe area. It takes not more than 15 to 20 minutes to get to our Office. For safety reasons, all international staff are encouraged to have their private car with a plate IT delivered by the Office. The price and range of the car is at the discretion and choice of the staff. Insurance is also at the expense of the car owner. Some colleagues pool cars, which offers a more cost-effective option.

Housing: The number of bedrooms depends on the number of the dependents of the staff. Apartment/house depends on the staff as well as availability. In Kinshasa, there is no ceiling for the housing. The prices range start from 2500 USD. Kinshasa is an expensive capital city. The cost of living is extremely high. Some colleagues live together in 2-3 bedroom apartments, which reduces the cost of

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

housing.

Security and Safety: The security situation remains calm in Kinshasa but unstable in the East part of the country (North Kivu, Sud Kivu, Province Orientale) due to the presence of various armed groups in the area.

Required visa type and Issuance Process: Before any travel to DRC, a visa is required. The UNDP Office will provide the staff a Note Verbale upon receipt of a copy of the staff's passport and his/her travel details to get the visa in the home country before travelling. Upon the arrival of the staff to UNDP, a request for a UN Laissez-Passer is then made.

Assignment Details

Assignment Title Livelihoods Recovery and Socioeconomic Reintegration Specialist
Organizational Context & Project Description

Through its "Inclusive Growth and Sustainable Development" efforts, the UNDP Country office in DRC supports Livelihoods, Reintegration and Community recovery mechanism in the post-conflict areas of the country and is a key player in the coordination and implementation of return, recovery and reintegration process.

Pilot projects of socioeconomic reintegration using the 3x6+ reintegration approach have been implemented in four communities of North, South Kivu, Tanganyika and Kasai Central and their assessment has identified measures useful for ongoing and future projects, but their application requires further support.

Sustainable Development Goals 1. No poverty

Task description

Within the delegated authority and under the supervision of the Team Leader and Socioeconomic Reintegration Specialist or his/her designated mandated representative(s), the UN Volunteer will:

Coordination

- Support the effective implementation and coordination of UNDP's livelihoods reintegration program as part of development efforts
- Organize and coordinate the review of the livelihoods and reintegration approach to better target further interventions
- Ensure the promotion of gender to support women's access to a real socio-economic reintegration as well as to decision-making bodies in the projects they participate

Building partnership

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- Contribute to strengthened partnerships amongst all constituencies (national, UN, civil society, etc.) on livelihoods and reintegration support
- Work with existing coordination mechanisms to further mainstream reintegration efforts into development programming

Building Capacities

- Develop a training plan that takes into account the capacity building needs of implementing partners, regional and local authorities as well as participants in the process
- Ensure the holding of training sessions to better explain the concept of livelihoods reintegration support as part of development efforts

Monitoring and evaluation

- Ensure quality control, monitoring and evaluation of UNDP's livelihoods recovery programmes
- Establish a regular frequency monitoring plan to the UNDP level, implementing partners and authorities
- Ensure the monthly reporting of progress towards livelihoods and reintegration programmes.

Communication

- Prepare communication materials on the livelihoods and reintegration programme. This documentation must be done in different formats (audio, video, photos, etc.) to communicate effectively on the support to beneficiary populations as well as on the concrete results achieved.

Elaborate and implement a communication, visibility plan of the livelihoods and reintegration programmes of UNDP as part of a broader contribution to development.

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

Corporate Competencies

- Demonstrates commitment to UNDP's mission, vision and values;
- Exerts adherence to corporate rules, regulations and procedures;
- Familiarity with the internal control framework and results-based management tools is a must;

- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability

Functional Competencies

- Builds strong relationships with clients, focuses on impact and result for the client and responds positively to feedback, remains calm even under pressure;
- Demonstrates openness to change and ability to manage complexities;
- Consistently approaches work with energy and a positive, constructive attitude;
- Demonstrates openness to change and ability to manage complexities;
- Demonstrates strong oral and written communication skills.

Development and Operational Effectiveness:

- Ability to perform a variety of specialized tasks related to Results-Based Management, including support to design, planning and implementation of programs, managing data, reporting;
- Excellent interpersonal skills are essential part of the job;
- Ability to communicate effectively, both orally and in writing;
- Ability to analyse, evaluate and interpret factual data and to prepare accurate and complete reports and other documents;
- Ability to understand the institutional sensitivities and different mandates of different United Nations organs and institutions.

Knowledge Management and Learning

- Promotes knowledge management in UNDP and a learning environment in the program and office through leadership and personal example;

Actively works towards continuing personal learning and development in one or more Practice Areas, acts on learning plan and applies newly acquired skills.

- 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 (Master degree or equivalent) in Rural Development, Development Studies, Economics or related relevant field. A relevant combination of university degree, professional training and experience may be considered in lieu of the advanced degree.

Required experience 48 months

Experience Remark

- A minimum of 4 years of progressively responsible experience in economic recovery, including relevant field experience, especially in crisis or post-conflict settings, and in conflict sensitive programming.;
- Good knowledge and proven track record of program and strategy design in economic recovery/ livelihoods and social cohesion practice areas;
- Prior experience in Great Lakes region would be an asset;
- Fluency in French (both written and spoken) and proficient in English
- Ability to establish effective working relations in a multicultural team environment.

Language

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

Area of Expertise

- Crisis and conflict prevention, mitigation, resolution and reconciliation Mandatory
- Macroeconomics and public finance Mandatory
- Development programme management Mandatory

Area of Expertise Requirement

- economic recovery, including relevant field experience, especially in crisis or post-conflict settings, and in conflict sensitive programming.;

Need Driving Licence No

Competencies & Values

- Accountability
- Adaptability and Flexibility
- Building Trust
- Client Orientation
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Creativity
- Empowering Others
- Ethics and Values
- Integrity
- Knowledge Sharing

- Leadership
- Managing Performance
- Planning and Organizing
- Professionalism
- Vision
- 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>.

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;
- Inclusion of the volunteer in emergency procedures such as evacuations;
- Leave management;
- DSA for official travel, when applicable;
- All changes in the Description of Assignment occurring between recruitment and arrival or during the

assignment need to be formalized with the United Nations Volunteer Programme.

Application Code CODR000617-5599

Application procedure

*** Not yet registered in the UNV Talent Pool?**

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?**

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.

Application deadline: 31 October 2019

doa.apply_url <https://vmam.unv.org/candidate/show-doa/Q09EUjAwMDYxNw==>

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.