



UNV VOLUNTEER TERMS OF REFERENCE

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, UNV 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, UNV 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 UNV volunteers even more rewarding and productive.

- 1. UNV Assignment Title:** UNV Conflict Reduction Project Officer
- 2. Type of Assignment:** International UNV
- 3. Project Title:** Joint Conflict Reduction Programme (JCRP)
- 4. Duration:** 6 Months (Renewable)
- 5. Location, Country:** Khartoum, Sudan, with frequent mission to South Kordofan, Blue Nile and Abyei
- 6. Expected Starting Date:** March 2013

7. Brief Project Description:

The Joint Conflict Reduction Programme (JCRP) in collaboration with UNDP aims to address community level conflicts and to contribute to long-term conflict resolution and peace building in the Three Areas of Sudan (Southern Kordofan, Blue Nile, Abyei), where vulnerable communities continue to be affected by civil instability and violent inter-ethnic conflicts, in particular between sedentary farmers and transhumant pastoralists.

Peace-building and reconciliation initiatives are vital to overcome the circle of violence and to work towards peaceful coexistence and sustainable community development. Mitigating measures should entail both software and hardware components such as peace dialogues and concrete delivery of peace dividends. The latter includes in particular the WASH and Livelihoods sector as access to water and land are often key catalysts for tensions.

JCRP is based on a UNDP pilot - the Conflict Reduction Programme (CRP) – firstly established in Southern Kordofan in October 2009 in close coordination with local authorities. Currently, the JCRP is operating in Southern Kordofan and Blue Nile with the Southern Kordofan Reconciliation and Peaceful Coexistence Mechanism (RPCM) and the Blue Nile Legislative Assembly Peace Council as the peace building governmental counterparts.

In order to ensure the delivery of the peace dividends, CRP has been complemented by a *quick response fund mechanism* administered by IOM, which disburses grants to local and international partners to provide quick and flexible responses to the identified needs as well as provide capacity building trainings to the grantees.

JCRP is currently implementing its 18 months first phase, until 31st December 2013. Phase 2 of the programme is under development and will take place from January 2014 to December 2015.

- 8. Host Agency/Host Institute:** IOM, Sudan



9. Organizational Context:

IOM has 470 field offices in more than 100 countries and almost 8,000 staff members worldwide. IOM Sudan is present in the territory through its Country Mission based in Khartoum and its sub-offices in Darfur (El Fasher, El Geneina and Nyala), in South Kordofan (Kadugli) and Abyei. IOM Sudan is currently implementing projects in the areas of Human Trafficking, Kidnapping and People Smuggling, Migration Movement Assistance, Reintegration and Community Stabilization, Population Tracking and Village Assessments in Darfur, Re-verification of IDPs in camps, NFI Common Pipeline for Darfur and the rest of Northern Sudan, besides being the co-lead for the Return and Early Reintegration Cluster in Sudan.

IOM is part of the United Nations Country Team and operates in close collaboration with UN agencies, INGOs and NGOs all over the country. IOM is partner of the Government of Sudan and its ministries in the relevant sectors of IOM activities.

10. Type of Assignment Place: Assignment with family

11. Description of Duties:

Under the overall supervision of the Chief of Mission and in coordination with the relevant Units in Khartoum, and under the direct supervision of the Programme Coordinator of the Reintegration and Community Stabilization/Elections (RCS) Unit, the UN Volunteer will undertake the following tasks:

- a) Assist the Program Coordinator in the overall implementation and monitoring of the Grants Scheme for NGOs and CBOs implementing conflict sensitive projects established under the JCRP.
- b) Assist the Program Coordinator in building the capacities of the grantees through delivering training on project management requirements, ad hoc sessions on proposal writing, report writing, financial administration and M&E.
- c) Regularly liaise with grant recipients, monitor and evaluate grant recipient's project activities to ensure projects are being implemented as indicated in their proposals, monitor management of funds, and advise on project management issues and project implementation.
- d) Support the organization of state level Grants Committees (consisting of governmental counterparts, donors, UNDP and others), fulfilling tasks such as logistical organization of the venue, invitation, chairing the sessions, presentation of project progress, compilation of minutes, etc.
- e) Supervise and guide national project staff to ensure adequate information sharing with implementing partners and the sound collection of data on the number of beneficiaries reached including gender breakdown.
- f) Provide relevant timely input for monthly, quarterly and final project reporting including provision of relevant data through research.
- g) In close coordination with the RCS Programme Coordinator, liaise with donors, state government authorities and local institutions, UN organizations and development partners in the field for information sharing, organization, and coordination of the various project activities.
- h) Perform such other duties as may be assigned.

Furthermore, UNV volunteers are encouraged to promote the UN Volunteer Programme mandate and 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 UNV 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:

- Assigned duties successfully carried out;
- Satisfactory support provided in all phases of the implementation of JCRP related activities;
- Increased knowledge and familiarity with IOM procedures, programmes and activities in the country.

13. Qualifications/Requirements:

Education: University degree preferably in law, political science, international relations, human rights, or other suitable subject.

Work Experience: At least 2 years' experience, with 1 year in peace-building and conflict management activities.

Competencies:

- a) Strong coordination, monitoring and evaluation, analytical and reporting skills.
- b) Good financial tracking skills and strong computer skills.
- c) Excellent communication and inter-personal skills; proven representation abilities.
- d) Personal commitment, flexibility and ability to work effectively and harmoniously with colleagues from various cultures and professional background.
- e) Ability to work under tight timelines and stressful conditions.

Language:

Thorough knowledge of English. Knowledge of Arabic an asset.

14. Living Conditions:

Location of assignment: Khartoum

Nearest airport: Khartoum International Airport

Approximate monthly cost of accommodation: living conditions in Khartoum are good (category B) and adequate accommodation can be found for USD 500-600/month.

- **Security provision and approximate costs:** in Khartoum IOM will provide VHF hand held radio and cell phone for communication

15. Conditions of Service

UNV volunteers under this programme are governed by the UNV conditions of service through the funding of Japan, while hosting IOM Mission/s will provide office space, office computer, office supplies, in-country travel costs, as well as R&R if such will be applicable.

Date: 30 January 2013