



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:** **Gender Rights Advocacy and Women Empowerment Specialist**
2. **Type of Assignment:** **International UN Volunteer**

3. **Project Title:** **Facilitating Gender Equality and Women's Empowerment in the South of Kyrgyzstan**

4. **Duration:** **1 Year**

5. **Location, Country:** **Osh, Kyrgyz Republic**

6. **Expected Starting Date:** **1 February 2013**

7. **Brief Project Description:**

The project the UNV is assigned under deals primarily with Women, Peace and Security. It follows up on activities pursued in the area of peace-building since mid-2010, specifically on capacitating a network of local activists across the three southern oblasts on building bridges between different ethnicities and engaging communities in early warning on issues holding conflict potential and reporting these to state and non-state duty bearers for preventative action. Further, rights of women under CEDAW and obligations of Government under UNSCR 1325, et al. are to be published and capacity of duty bearers at local self-government level is to be built to ensure the human, political and economic rights of women with a focus on young women.

8. **Host Agency/Host Institute:** **UN Women Kyrgyzstan Country Office**

9. Organizational Context:

The UNV will interact on a daily basis with the various UN agencies present in Osh, as well as with other national and international organizations. During these encounters the UNV will promote the mandate of UN Women and identify areas for cooperation. The UNV will follow-up commitments made by AFP under the '7 Point Agenda of the SG'. Cooperation agreed with partners will be backstopped by the UNV. A key focus of the UNV is to build capacity of small, activist-driven civil society organizations. Further, the UNV will mobilize youth towards volunteering on mandate areas of UN Women. The UNV will assist UN Women in mobilizing additional financial resources to support these activities. The UNV is based in a small UN Women Osh office and will have minimal logistical support at her or his disposal beyond a fully equipped and secure office shared with another UN entity. The success of the assignment then relates to the ability of the UNV to engage meaningfully with the aforementioned partners, and with government and to be able to advocate and

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contribute value of UN Women Kyrgyzstan and the UNV him- or herself to the agenda, programmes and mandates of the various partners.

10. Type of Assignment Place: assignment with family/ without family (please choose)

Osh is classified a non-family duty station. Dependent spouse and child dependents cannot join.

11. Description of tasks:

Under the direct supervision of the UN Women international programme specialist on women, peace and security based in Bishkek the UN Volunteer will undertake the following tasks:

- Work closely with UN entities and other international actors towards promoting the UN Women gender equality and women empowerment agenda, and stand ready to assist agencies in implementing commitments under the 7 Point Agenda of the UN SG;
- Map all stakeholders in the areas of i. gender equality, ii. women economic and political empowerment; iii. peace and security; and iv. human rights advocacy active in Osh and Jalalabad cities and adjacent areas and update on a quarterly basis. Stakeholders include civil society, international organization, government and influential individuals. Undertake a capacity desk review of those who are likely partners for UN Women (partnership requires more than an entity receiving funds from UN Women which is what constitutes a contractor);
- Regularly meet with likely partners and identify concrete areas for partnership. These can include civil society organization capacity building (aimed at entities with less than USD10,000 annual turnover) based on gaps identified;
- Provide on-the-job training to fill organizational gaps identified in the aforementioned organizations to make them more effective;
- Subject to transport being available carry out aforementioned activities in Batken province;
- Partner with tertiary education institutions and identify and engage committed youth towards activating them as youth volunteers towards promotion of gender equality and assurance of the rights of young women in situations relating to bride kidnapping, etc.;
- Subject to the relevant experience provide basic legal training to youth volunteers and other stakeholders on the rights of young women and the obligations of the state to meet them in relation to its CEDAW and UNSCR 1325, etc. commitments;
- Assist the various programme areas of UN Women Kyrgyzstan to effectively engage the population, civil society and state in the south of the country with a focus on and around Osh city, and backstop existing and new programmes, activities and individuals trained;
- Advise the UN Women Country Office of appropriate strategies aimed at the elimination of violence against women, network with local actors and support them;
- Assist in preparing missions and meetings for visiting UN Women personnel, and partake in some of these missions and their meetings;
- Provide support to the implementation of projects and programmes in the south with a focus on Osh city;
- Participate in all relevant meetings of civil society, international organisations and government, advocate for the UN Women mandate and brief the UN Women Bishkek office on them [the UNV modality does not allow for formal representation of UN Women];
- Closely partner with any national UNV(s) that may be deployed by UN Women in Osh, support, substantively guide and train such national UNV(s);
- Draft a monthly newsletter on gender issues in the south of Kyrgyzstan to provide a platform for local actors to showcase activities and contribute to networking between them.

Furthermore, UN Volunteers are encouraged to:

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- 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;
- Be role models in the promotion of volunteerism and the values of the United Nations.

12. Results/Expected Output:

- Maintain an up-to-date database of civil society and international organization actors in the mandate areas of UN Women in Osh specifically and the three southern oblast more generally
- Identify and backstop cooperation with the above-mentioned actors on joint activities;
- Convene UN entities around the mandate of UN Women and actively assist coordination towards a 'One UN' approach;
- Mobilize and facilitate a network of young volunteers providing services to the community related to the mandate of UN Women within the context of the laws prevailing in the Kyrgyz Republic;
- Strengthen the organizational capacity of civil society partner organizations;
- Monthly gender equality and women empowerment newsletter published;
- Lead, if commanding the necessary technical expertise participatory conflict analysis at community level identifying areas for inter-ethnic accord and cooperation and local capacities for peace;
- Draft a concise monthly briefing-style report (approx. 3 pages) on issues of interest to the UN Women country office;
- A final statement of achievements towards volunteerism for development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed.

13. Qualifications/Requirements:

- Previous experience of volunteering as a part-time or full-time capacity required;
- University degree in the social sciences or in law, or a related subject required;
- A documented track record of working directly on gender equality and/or women empowerment issues or indirectly on such issue by focusing on human rights of the vulnerable, or providing legal or other assistance to victims of violence/survivors required. Dedication to the UN Women mandate;
- Work experience at community level in the field of development required;
- Familiarity with participatory approaches such as PRA, RRA a strong advantage;
- Qualified trainer and/or trainer-of trainers highly a strong advantage;
- Familiarity with conflict analysis or participatory evaluation a strong advantage;
- Familiarity with Central Asia preferred;
- Some Russian language skills highly desirable;
- Kyrgyz, Uzbek or Tajik language skills an advantage;
- Excellent English communication and drafting skills essential;
- Calm, cool and collected under pressure;
- Strong diplomatic skills in the advocacy of potentially sensitive human rights agendas required;
- Must be a team worker and can follow instructions;
- Self-starter who can work with minimal supervision.

14. Living Conditions:

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Osh was seriously affected by inter-ethnic strife in June 2010. Life in Osh was severely disrupted and many services ceased. A large number of people were displaced. Several hundred people were murdered and many more women raped. Foreigners were neither targeted nor became victims; most were evacuated. International humanitarian actors helped restore basic services and the international community provided assistance to Government to rebuild some of the property damage various neighborhoods. Two-and-a-half years after the violence tensions remain between ethnic Kyrgyz and Uzbeks and little signs of accommodation and cooperation between the now highly divided communities exist; inter-ethnic marriages are no longer acceptable to local people. Life has, however, very much returned to normal in terms of range of items available at supermarkets, entertainment options, etc. Street crime is very low. UN premises meet high security requirements. The most serious impediment are low-quality medical services and the absence of international schooling. Osh airport can take Medevac flights and has international connections to Istanbul on Turkish Airlines and on China Southern to Urumchi, and elsewhere on non-UN cleared carriers. Little English is spoken and rudimentary Russian is essential. The UNV operates on an eight-weekly RR cycle. After no less than eight and no more than ten weeks the UNV will be provided with an airfare lump-sum and one week off, this in addition to annual leave. The UN Women office shares premises with another UN entity in Osh. UN Women has a presence between 1 and 3 personnel in Osh, depending on circumstances. There currently is no vehicle and driver but it is hoped that a dedicated vehicle and driver can be added in 2013 due to new projects being secured. For approved missions out of town a vehicle and driver will be made available by a private entity that has been contracted to provide such services.

15. Conditions of Service

A 24-months contract; monthly volunteer living allowance (VLA) intended to cover housing, basic needs and utilities, equivalent to US\$ 1,845.00 for a single volunteer; US\$2,095 for a volunteer with one dependent or US\$2,295 for a volunteer with 2 or more dependents; settling-in-grant (if applicable); life, health, and permanent disability insurance; return airfares (if applicable); resettlement allowance for satisfactory service.

Description of Assignment prepared by the UNV Field Unit/UN Agency: Sabine Machl, UN Women Representative in Kyrgyzstan

Date: 18 January 2013

Description of Assignment approved by UNDP/RR/CD or UNV Field Unit: Gemma Marie Carnacete, UNV Programme Officer in Kyrgyzstan

Date: 21 January 2013