



## 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:** **UNV Economic Development and Community Resilience Specialist**
2. **Type of Assignment:** **International UN Volunteer**
3. **Project Title:** **UNDP Country Office in Uzbekistan**
4. **Duration:** **12 months**
5. **Location, Country:** **Tashkent, Uzbekistan**
6. **Expected Starting Date:** **March, 2013**
7. **Brief Project Description:**

Considering existing tensions in Central Asia, enhancing cooperation requires complex programmatic interventions combining approaches to community resilience, economic cooperation and livelihoods (especially targeting unemployed youth that are at risk of getting involved in organized crime, smuggling/ drug trafficking or other activities that have a destabilizing impact) in vulnerable local communities to promote stability.

To address these challenges UNDP Country Offices in Central Asia have agreed to collaborate on the strengthening of cooperation in Central Asia. The UN Volunteer working in Uzbekistan will contribute to the coordination and management of interventions that will help strengthening the resilience of vulnerable local communities in areas including border areas and improving the livelihoods of at risk population in these communities through economic development. The UN Volunteer will also contribute to programme design and development of a framework for cooperation in Central Asia. Support to vulnerable local communities will include training, institution building, and mentoring of working groups and key local stakeholders to build their resilience, making them better able to prevent or resolve tensions, enhance economic cooperation and trade. The UN Volunteer shall act as a focal point to facilitate the role of women's groups in peacebuilding among the vulnerable local communities. Confidence-building and youth livelihoods activities will be identified in partnership with working groups and communities to reduce the socio-economic drivers of tension in these areas and address tensions including those related to the environment and sharing of natural resources.

### United Nations Volunteers

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**8. Host Agency/Host Institute: UNDP**

**9. Organizational Context:**

Under the direct supervision of Deputy Resident Representative and technical guidance from the Economic Adviser on socio-economic issues, the UN Volunteer shall work in close cooperation with the Economic Governance, Good Governance and Environment and Energy Units of UNDP.

**10. Type of Assignment Place: assignment with family**

**11. Description of tasks:**

Under the direct supervision of Deputy Resident Representative and with technical guidance from the Economic Adviser on socio-economic issues, the UN Volunteer will work towards promoting economic development opportunities and building community resilience within vulnerable local communities as a way to promote stability and cooperation and reduce tensions. S/he shall undertake the following tasks:

- Explore opportunities to expand current and new programmatic activities in vulnerable local communities as a way to promote stability and cooperation and reduce tensions.
- Lead the coordination of economic development and community resilience opportunities in vulnerable local communities by linking UNDP programmatic activities in these areas in Uzbekistan with relevant UNDP area-based offices in Kyrgyzstan and Tajikistan.
- Ensure that any programming includes a thorough analysis of the vulnerability context, needs and capabilities of the targeted community including promoting participation of youth and women's groups where possible
- Support the development and implementation of an framework for cooperation in Central Asia,
- Identify and follow up on potential opportunities for resource mobilization in support of economic development and community resilience in vulnerable local communities. This may include support from bilateral development partners, the international financial institutions, as well as cost-sharing with the host government.
- Assist in preparation of project proposals in the area of economic development and community resilience in vulnerable local communities.
- Act as a focal point to facilitate the role of women's groups in peacebuilding among the vulnerable local communities.
- Monitor ongoing projects substantively through discussing project work plans, progress and performance; conduct evaluation missions and write TORs for consultants; propose direction and solutions in steering committee meetings, visit project sites to monitor and assess implementation; resolve problems in execution and implementation streamlining relations between national project directors, consultants and executing agencies. Seek complementarities and integration with ongoing projects in other portfolios.
- Analyze current programmatic portfolio in vulnerable local communities and its contribution to promote stability and cooperation to identify gaps and potential linkages

Furthermore, UN Volunteers are encouraged 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.;

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- 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.

#### **12. Results/Expected Output:**

- New programmatic opportunities identified for promoting economic development opportunities and building community resilience in vulnerable local communities to promote stability and cooperation and reduce tensions.
- Improved coordination of programmatic activities on economic development and community resilience across vulnerable local communities to promote stability and cooperation and reduce tensions.
- Vulnerability analyses and participatory approach are incorporated into existing and new community-level initiatives.
- 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:**

- Advanced university degree in social sciences or discipline relevant to community resilience or peacebuilding
- At least 2 years experience of analyzing, designing and implementing development projects related to economic development and community resilience as a way to promote stability and promote cooperation
- Familiarity with the region is a plus.

#### **Key Competencies of the assignment:**

- Application of theoretical knowledge in the design, management and evaluation of complex, multi-disciplinary programmes involving national and local authorities, civil society and international organizations.
- Proven analytical and writing skills.
- Demonstrated abilities and contributions to policy and guideline formulation, resource mobilization, team building, team leadership and management, preferably in a capacity related to the UN system.
- Experience in establishing inter-organizational networks and partnerships at the operational level.
- Capable of working to deadlines and taking on a range of tasks;
- Self-motivated and able to recommend options for resolutions of issues;
- Proficiency in spoken and written English is required, including the ability to draft and edit project documents, funding proposals, correspondence and briefings;
- Excellent computer literacy (MS Office; Windows XP).

#### **14. Living Conditions:**

Tashkent, the capital of Uzbekistan and Central Asia's premier metropolis, betrays little of its 2,000-year history as a crossroads of ancient trade routes. This modern city of 2.5 million people, the fourth largest in the CIS after Moscow, St. Petersburg and Kiev, holds many attractions, from imposing squares, monumental architecture and fine museums, to the mud-brick maze of the old Uzbek town, autumn colors on dappled poplar lanes and the sweet spray of fountains on burning summer days.



Rebuilt after the 1966 earthquake, Tashkent comprises concrete apartment blocks decorated with Uzbek motifs and illuminated slogans, yawning parade grounds around solemn monuments, and a remarkably comprehensive public transport system.

International UNV volunteers are responsible for finding their own accommodation according to the rental market.

## **15. Conditions of Service**

### **Description of Assignment prepared by the UNV Field Unit/UN Agency:**

Mr. Santeri Eriksson, UNV Programme Officer

**Date:** 23 January 2013

### **Description of Assignment approved by UNDP/RR/CD or UNV Field Unit:**

Mr. Jaco Cilliers, UNDP Deputy Resident Representative

**Date:** 23 January 2013

*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.*