



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, 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, 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 UNV volunteers even more rewarding and productive.

1. UNV Assignment Title: Programme Officer (Youth Programming)

UNV PRSF, Outcome 7 'Youth, women and marginalized groups' voluntary participation in recovery and development decision-making is enhanced', output 7.1 Enabling environment for youth volunteerism enhanced'

2. Type of Assignment: International UNV volunteer

3. Duration: One Year (with possibility of extension)

4. Location, Country: Nairobi, Kenya

5. Expected Starting Date: As soon as possible

6. Assignment background:

Mirroring existing demographics across the continent, Somali youth make up approximately 70% of the population and will continue to do so for the next 10-15 years based on regional trends. As such youth priorities and challenges are of great importance for the country's development. The majority of young Somalis have known only conflict and hardship throughout their lives resulting in a large cohort of uneducated, unemployed and marginalized youth, who have limited recreational opportunities and poor access to health services and employment. The lack of opportunities to earn a decent living means youth throughout Somalia (and in North-Eastern Kenya, especially Dadaab) are especially vulnerable to enrolment in militias, criminal organizations and extremist groups such as Al-Shabaab, whose ranks are predominantly made up of such recruits.

UNESCO seeks to advance programming which viewing youth as key actors in peace and development, rather than victims or potential per is a vastly different perspective that challenges traditional thinking. UNESCO understands that young people are a heterogeneous group in constant evolution and that the experience of 'being young' varies enormously across regions and within countries. With specific regard to Somalia youth, the Organization is keen to solicit and integrate their views and priorities and collaborate with them in setting up projects and programmes in the areas of the Organization's competence, to facilitate their partnering with like-minded organizations both in the region and internationally, and to support the integration of youth concerns and issues into the policy agendas in education, the sciences, culture and communication, in order to create spaces and opportunities for empowering young people and giving recognition, visibility and credibility to their contributions.



7. Host Agency/Host Institute: Programme for Emergency Education and Reconstruction,
UNESCO Regional Office (Nairobi)



8. Organizational Context:

Housed within the UNESCO Regional Office in Nairobi, the UNESCO Programme of Education for Emergencies and Reconstruction (PEER) was established in 1993 with the aim of providing appropriate education as a humanitarian response to countries and regions devastated by complex emergencies and natural disasters. UNESCO PEER operations and interventions are mainly in the Horn of Africa and the Great Lakes Regions, and recently its mandate has extended to other regions of Sub-Saharan Africa. The Programme operates under UNESCO's Africa Department, situated at the UNESCO headquarters in Paris. PEER's mission is to address urgent needs in the context of crisis and armed conflict and in the strategic areas of emergency education, recovery process and post conflict reconstruction. UNESCO is currently the Chair of the UN Somali Youth Working Group.

9. Type of Assignment Place: Nairobi - Family duty station

10. Description of tasks:

Under the authority of the Director of UNESCO Regional Office (Nairobi), direct supervision of the Head of the Office UNESCO PEER and the general guidance of the Programme Specialist (Education), the incumbent will perform the following duties:

Programme Development and Implementation

- Provide assistance and support to UNESCO's youth-focused programming and operations;
- Backstop UNESCO's role as Chair of the UN Youth Group for Somalia;
- Liaise with the newly formed Youth Advisory Panels in Somalia;
- Liaise with other offices of UNESCO, UN sister agencies, regional organizations (such as the African Union Youth Division) and INGOs to obtain relevant information on youth programming and provide feedback and advice to the Representative;
- Prepare background papers/briefing documents at the request of the Program Coordinator;
- Assist in the preparation of regional events within the area of Youth;
- Draft proposals and project reports, contribute to their review, collate and provide feedback.
- Participate in UN Youth fora and work for UNESCO leadership.

Knowledge Management

- Serve as Focal Point for the thematic area of responsibility (Youth), sharing knowledge and information and liaising with UNESCO colleagues to assist in the development of programme interventions in the thematic area;
- Assist in coordination and maintain close communication with all organizational units on issues and activities related to the particular thematic area of Youth, including organization of trainings; and
- Provide quality advisory services through research on policy-driven issues; synthesis of best practices and lessons learned; and support to policy and programme development in collaboration with Governments, UN and other strategic partners.
- Help document knowledge, good practices and lessons learned in the area of programming for youth.

Partnership and Resource Mobilization

- Assist in development and maintenance of partnerships with the UN Agencies, government institutions, bi-lateral and multi-lateral donors, private sector, civil society based on strategic goals of UNESCO, country needs and donors' priorities in the area of youth; and



- Analyze and research information on donors, prepare substantive briefs on possible areas of cooperation, identify opportunities for initiation of new projects, and actively contribute to the overall office effort in resource mobilization.
- Any other duties as assigned by the Programme Coordinator.

Promotion of the United Nations Volunteers Programme mandate¹

UN volunteers are expected to integrate the UN Volunteers Programme mandate within their assignment as well as promote voluntary action through engagement with communities (urban & rural) during the course of their work. As such UN volunteers should dedicate a proportion of their working week to the following in support of and in synergy with his/her primary role as UNV Programme Officer:

- Strengthen knowledge and understanding of the influence and impact of voluntary action by communities through the following:
 - research of the subject matter,
 - develop knowledge of non-profit community based organizations developing new or applying traditional methods in engaging with communities,
 - undertake awareness-raising (promotion) activities for increased community participation and action,
 - encourage local people to volunteer thought and action to enhancing their community.
- Build relationships with a wide range (private/public) local organizations, groups or individuals and support and/or participate in community driven voluntary activities and assist them to tell their stories to the World Volunteer Web site;
- Encourage, mobilize and support co-workers and fellow UN volunteers to better understand the connections between community participation and voluntarism;
- Monitor on a continual basis the impact of policy reform on voluntary action at the community level;
- Contribute to articles/write-ups on the findings from the monitoring process and experiences from the above outlined activities and submit them to UNV publications/websites, newsletters, press releases, etc.;
- Promote and/or advise local groups in the use of OV (online volunteering), and encourage relevant local individuals and groups to use OV whenever technically possible.

11. Results/Expected Output:

- Quantitative and qualitative improvement in UNESCO programming for Somali youth in Somalia and Kenya.
- Strengthened financial resources for youth programming.
- Somali youth associations linked with partners in the region, with youth frameworks in the African and internationally.
- Youth issues and challenges adequately reflected in emerging social programming of the new Somali National Government.
- 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.

¹The United Nations Volunteers (UNV) programme was created by the General Assembly (GA) in 1970 through GA resolution [26/59](#). Since then, UNV's mandate has been expanded by GA resolution [31/131](#) in 1976, GA resolution [56/38](#) in 2001 and others in the follow-up to the International Year of Volunteers in 2001.



12. Qualifications/Requirements:

Education: Post-graduate University Degree or equivalent in sociology, international development, physical education or other related field.

Experience: Two years of increasingly responsible professional experience in work related to international development.

Other Skills and competencies: Excellent command of English (Somali and/or French added value);

- Ability to work effectively and harmoniously in a team with colleagues from varied cultures and professional backgrounds and ability to work with minimal supervision;
- High level of interpersonal skills to handle delicate interactions with development and government partners within a post-conflict context. Specific knowledge and understanding of current Somali context would be an advantage.
- Sound understanding of the key issues and challenges related to youth and development;
- Experience in programme management, budget control and evaluation;
- Good organizational skills and excellent time management;
- Ability to meet deadlines and willingness to take additional responsibilities
- Good computer and IT skills and experience in the usage of office software packages;
- Flexibility, team spirit and ability to work in a multi-cultural team environment and be an effective team player;
- Sound judgment and excellent analytical skills;
- Strong interpersonal and communication skills, including tact, diplomacy and political sensitivity, to handle delicate interactions with a wide range of partners;
- Willingness and ability to undertake missions in the field.

13. Living Conditions: While in Kenya or Somalia, the incumbent to be subject to the overall direction and guidance of the UN Designated Official (DO) for security. Incumbent will be incorporated into all applicable security protocols and will be required to strictly adhere to the guidelines, security plans and other directives issued by the DO. If on mission to Somalia accommodation would be at UNCC both in NWZ and NEZ that have been cleared by UNDSS.

14. Conditions of Service: Contract is issued for 6 months (renewable depending on mandate, availability of funding, operational necessity and/or satisfactory performance). Settling-In-Grant is provided. Monthly Volunteer Living Allowance (VLA) – intended to cover housing, utilities, and normal cost-of-living expenses – ranges between US\$ 1,976, US\$ 2,226 and US\$ 2,426 depending on the number of primary dependents. Hazardous duty station supplement (HDSS) amounting to US\$ 640 per months may be applicable in certain duty stations. Life, health and permanent disability insurances are included, as well as periodic home leave, final repatriation, and resettlement allowance. UNV will provide a copy of the UNV Conditions of Service to the successful candidate together with the offer of assignment.

Description of Assignment prepared by the Project Manager/UN Agency:

Michael Croft, Coordinator, UNESCO Regional Office Nairobi

Description of Assignment approved by UNDP/RR/CD or UNV Country Office Teams/Support Office: Vidal Mahundla, UNV Programme Officer, UNDP Somalia

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UN Volunteers

inspiration in action

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UN Volunteers is administered by the United Nations Development Programme (UNDP)