

## UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

JORR000299--Gender Advisor

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

<b>Country of Assignment</b>	Jordan
<b>Host Institute</b>	UNWomen
<b>Volunteer Category</b>	International Specialist
<b>Number of Volunteer</b>	1
<b>Duration</b>	12 Months
<b>Expected Starting Date</b>	01-10-2017
<b>Duty Station</b>	Amman
<b>Assignment Place</b>	Non-Family Duty station
<b>Assignment Place Remark</b>	

### Living Conditions

Amman, the capital, is a peaceful city with over four million residents. People are friendly to visitors. Services in terms of banking, transportation, health and communications are easily-available. Though Arabic is the official language, English is widely spoken among the majority of the population, especially in Amman. Road network is good both in terms of spread and quality of the roads. Public transportation in Amman is limited. Taxis are relatively cheap and easily available. There are a number of shopping malls, restaurants, gyms, and cinemas. A large variety of accommodation options can be found; however, it is worth noting that prices in Amman have generally increase in the past few years. There are no specific security threats. Amman is a very easy city in which to live; large, many amenities, very modern and serviced by an international airport with di-rect flights to most capital cities. According to the assessment of the UN Department of Safety & Security (UNDSS) Jordan is a family duty station (category A hardship).

## Assignment Details

<b>Assignment Title</b>	Gender Advisor
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## Organizational Context & Project Description

UN Women, grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security.

UN Women Jordan Country Office leads and coordinates United Nations system efforts to ensure that commitments on gender equality and gender mainstreaming translate into action. As the Syrian conflict continues and its impact on neighboring countries and host communities deepens, there is an increasing recognition among all partners that the development and humanitarian challenges arising from the crisis must be met with accelerated action and enhanced capacity. In this respect, UN Women is contributing to the United Nations processes to support the Government of Jordan's efforts and the UN humanitarian response to the Syrian refugee crisis and its impact on Jordanian host communities.

While Jordan continues providing asylum to Syrian refugees, the number of Syrian new arrivals in 2016 was lower than expected, due to a managed border policy. At the end of 2016 there were 658,015 Syrian refugees (25.8 per cent women, 23.3 per cent men, 26.1 per cent boys and 24.8 per cent girls) registered with UNHCR in Jordan. Approximately 79 per cent of Syrian refugees are living in urban and rural areas, with the remaining in refugee camps, and 74 per cent of Syrian refugees are women and children. In many cases women have become income generators and heads of household in addition to their traditional family roles. As a result, family members have had to take on new responsibilities and challenge previous norms, including gender roles. These shifting gender roles and related tensions are intensified by limited economic opportunities, and an increased risk of sexual and gender-based violence (SGBV).

The Jordan Refugee Inter-Agency Task Force supported by the Inter-Sector Working Group has overseen the refugee response in Jordan for the past years. The refugee response has been organized into the following eight sectors: Basic Needs; Education; Food Security; Health (including Mental Health, Nutrition and Reproductive Health); Protection (including Child Protection, Sexual and Gender-Based Violence and Mental Health/Psychosocial); Shelter; WASH; and Livelihoods. Responding to the challenging situation according to international standards, service providers disaggregate the gender and age sensitive needs of refugees and push for sustainable programs that benefit both host communities and refugees.

The Sector Gender Focal Points Network brings together staff members of UN agencies and NGO partners who have been appointed Gender Focal Points in addition to their existing workloads in their relevant areas of expertise. The Sector Gender Focal Point's role is a vital contribution to developing wider capacities within the sectors to identify and respond adequately to the distinct needs of women, girls, boys and men seeking humanitarian assistance and tailor strategies and indicators appropriately. The Sector Gender Focal Points support Sector Coordinators in mainstreaming gender into the Sector Response Plans, according to international standards and guidelines. This effort requires relevant technical skills and sustained capacity development on gender, humanitarian action and resilience within the network, to ensure a quality level and adequacy of the response to the Syrian crisis.

Against this background, UN Women Jordan's approach will focus on ensuring that all women, girls, boys and men of all ages and backgrounds, affected by conflict and displacement, are able to access humanitarian assistance and protection that cater to their distinct needs and experiences. Under the overall guidance and direct supervision of the Recovery Specialist, the gender advisor will be providing strategic technical support to facilitate and strengthen capacity and leadership of humanitarian partners to undertake and promote gender-sensitive humanitarian programming to ensure the distinct needs of women, girls, boys and men of all ages, are taken into account in humanitarian action at the country level, including in camp and non-camp settings. The gender advisor will also support efforts to build strong partnership with key stakeholders while enhancing knowledge management and capacity development

**Sustainable Development Goals**                      5. Gender Equality

**UNV Focus Area**    Peace building

### Task description

Under the direct supervision of supervision of the Recovery Specialist, UN Volunteer will undertake the following tasks:

#### Information and Analysis

Enable the HPF, clusters/sectors, and other humanitarian actors to use gender analysis in order to ensure that all aspects of humanitarian action take into account the different needs of women, girls, boys and men of all ages and backgrounds.

Supporting the collection and analysis of sex- and age-disaggregated data (quantitative, qualitative and anecdotal) by facilitating the inclusion of gender and diversity dimensions into needs assessment frameworks, including rapid assessments. Assisting the different clusters/sectors in analyzing the gender- and diversity-sensitivity of their current programmes/activities; to identify gaps and challenges; and use this information in collaboration with partners to develop strategies for addressing gaps in each cluster/sector.

### **Program and monitoring support**

Based on research and evidences gathered, support the design and formulation of programmes to enable humanitarian actors to make strategic planning, programme development and project implementation gender-sensitive. Assist clusters/sectors in strengthening the gender-sensitivity of their monitoring mechanisms, incl. indicator development and mentoring, monitoring of staff. Conduct and/or participate in field monitoring missions to assess if projects implementation takes into account the needs and capacities of women, girls, boys and men of all ages. Findings and lessons learned from such monitoring missions should be shared with project designers, clusters/sectors and organizations concerned, in an effort to strengthen projects designers' capacity on gender and age. Provide technical advice during major planning and funding processes including pooled funds, e.g. support to ensuring that all humanitarian actors properly implement the gender marker. Promote the use of tools including ADAPT and ACT-C, the Gender Marker, checklists and guidelines from the IASC Gender Handbook and other resources in the planning, design, implementation, monitoring and evaluation of projects.

### **Capacity Strengthening and Institutional Consolidation**

Work closely with the Sector Gender Focal Points Network by providing mentoring and guidance on gender-sensitive humanitarian programming, advocacy, and leadership. Facilitate and/or conduct training on gender in humanitarian action and the use of gender-analysis tools through mentoring, training-of-trainers, webinars, training and one-on-one support.

### **Coordination**

Provide advice on gender concerns in strategic discussions of the HPF and national government coordination fora. Support the establishment/strengthening and sustainability of gender coordination mechanisms at the national, regional and local levels. Build strategic alliances with other key actors internally and externally to advocate for gender-sensitive programming and ensure continuity of advocacy efforts.

### **Advocacy**

Provide technical support and advice to UN Women and coordination mechanisms on gender in humanitarian preparedness and response (incl. GBV prevention and PSEA, as necessary). Facilitate the gender-sensitivity of communication and advocacy efforts of UN Women and key clusters/sectors and agencies. Promote the need for and benefits of gender-sensitive programming to donors and decision makers. Identify opportunities to promote the issues, concerns, and ideas raised by affected women, girls, boys and men of all ages and background for both preparedness and response.

### **Reporting and knowledge management**

Regularly reports against an agreed monitoring and evaluation framework according to the deadlines specified. Undertake research and studies on gender and humanitarian action and contribute to the development and maintenance of knowledge networks and practices on mainstreaming gender into humanitarian response and recovery contexts. Collect and promote good practices and lessons learned, contributing to a collection of replicable good practices for gender-sensitive humanitarian and resilience programming. Elaborate and contribute to briefing notes, talking points and presentations.

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- 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.

## Results/Expected Outputs

Monthly progress reports;  
Participation in gender coordination related-fora;  
A number of good practices and lessons learned developed.

Draft/ provide inputs to gender analysis, concept notes, funding proposals and project documents. The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counterparts, 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

- The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counterparts, including Implementing Partners (IPs);
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## Qualifications/Requirements

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**Required Degree Level** Master degree or equivalent

### Education - Additional Comments

Master's Degree in social sciences, public administration, demography, conflict and peace studies, international development, gender studies or any related discipline

**Years of Required Work Experience** 60 months

### Experience Description

A minimum of 5 years of relevant professional experience, with a demonstrable ability to conduct high quality statistical research and contribute to methodological development is required.  
3 years of experience working on gender equality, women's rights and human rights within a transition and humanitarian settings.

### Language Skills

- English ( Mandatory ) , Level - Fluent
- And One of these - Arabic ( Optional ) , Level - Working Knowledge

### DoA Expertise

- Capacity building of non-governmental organizations ( Mandatory )

### Additional Requirements for Area of Expertise

Experience in partnership building, knowledge management and in engaging in policy advocacy and development is desired.  
Experience in providing technical support and developing monitoring and accountability tools, guidance, manuals and/or handbooks is preferred  
Experience providing trainings to a multi-disciplinary audience.  
Prior experience with the UN System will be an asset.  
Experience working in a conflict/post-conflict setting is an asset.

Need Driving Licence

No

## Conditions of Service and other information

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**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\$ 1,587. 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 example, kindly enter the link [Calculator](#)

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.

**Application Code**

JORR000299-2215

### Application procedure

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

*Please 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?*

*Please 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: 3rd September 2017.*

**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.*

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