

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

MNGR000023--SDGs & Private Sector Officer

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

| | |
|-------------------------|--------------------------------------|
| Country of Assignment | Mongolia |
| Host Institute | United Nations Development Programme |
| Volunteer Category | International Specialist |
| Number of Volunteer | 1 |
| Duration | 12 Months |
| Duty Station | Ulan Bator |
| Assignment Place | Family Duty Station |
| Assignment Place Remark | |

T. +49 (0) 228-815 2000

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A. PO Box 260111, 53113 Bonn, Germany

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UNDP has commenced its new 5-year Country Program in Mongolia on 1 January 2017. The main objective of the Country Program is to support Mongolia in transforming an enormous development potential of its vast mineral wealth into inclusive and sustainable growth and development. This issue is also at the core of the Mongolia Sustainable Development Vision 2030 and the 2030 Sustainable Development Agenda. In accordance with the 2030 Sustainable Development Agenda principle of 'leaving no one behind', UNDP aims to apply a whole of society approach to its Country Program implementation. To this end, UNDP will support the government of Mongolia and work with the wide range of partners in translating its Sustainable Development vision and the SDGs into concrete government policies, plans and budgets for actual implementation.

In line with this, UNDP Mongolia seeks to recruit an international UN Volunteer who will work as an SDGs & Private Sector Officer. The UN Volunteer will review and analyse current policies, strategies and sectoral plans and work on the integration of the SDGs into the government planning documents, both at national and sub-national levels. Furthermore, the SDGs & Private Sector Officer will carry out analysis of the policy trade-offs aiming to reconcile three sustainable development pillars (economic, social and environmental), their implications and medium- to long-term effects and work with private sector to facilitate their contributions to and engagement in mainstreaming and implementation of SDGs in Mongolia. In this specific assignment, the UN Volunteer will work closely with all UNDP country office colleagues, with the other UN agencies, the government of Mongolia, private sector, International Financial Institutions, CSOs and other development partners.

Sustainable Development Goals 17. Partnerships For the Goals

UNV Focus Area National capacity development via volunteer schemes

Task description

Under the direct supervision of UNDP Deputy Resident Representative, the UN Volunteer will undertake the following tasks:

Keep abreast of the economic situation and changes in Mongolia and analyse them for their impact on the social and environmental sectors;

Engage with the government, private sector, CSOs and National Statistical Office localization of the SDG indicators and targets;

Prepare background analysis and policy briefs to inform SDG target setting in

Mongolia and consultations with technical experts as well as other relevant partners (CSOs, private sector, local governments, etc.);

Contribute to the development of the project interventions aiming to accelerate achievement of the selected SDG targets either at the national or local levels in partnership with private sector;

Contribute a facilitate development of strategies for financing the SDGs in close collaboration with specialised project expert teams;

Identify opportunities for UNDP technical advice regarding the SDG localization and support to Mongolia; and develop concept notes in this regard, containing but not limited to, the SDG data collection and monitoring, utilisation of big data and citizens-generated data for the SDG monitoring, overcoming SDG indicator data gaps as

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relevant, financing and partnerships for SDGs;

Assist in coordinating and delivering dialogues, workshops and conferences related to SDGs and human development;

Engage with private sector and development partners around SDG roll out, implementation and dialogues as necessary;

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

Provision of SDG-related analysis, specifically related to the role of private sector in implementation of SDGs and development of potential interventions within ongoing projects;

Development of concept notes and briefs as applicable and guided by senior management;

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

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Qualifications/Requirements

Required Degree Level Master degree or equivalent

Education - Additional Comments

Internationally recognized post-graduate (Masters) level degree in Economics, Private Sector Development, MBA with concentration in sustainability or other similar degrees;

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Years of Required Work Experience 24 months

Experience Description

At least 2 years of practical work experience in providing economic and/or sustainable development policy analysis;

Prior experience with development of comprehensive sustainable development strategies and their financing is an asset;

Excellent analytical and data collection skills and demonstrated ability to produce knowledge products;

Good grasp of sustainable development issues in Asia and transition economies;

Ideally knowledge of the extractive industries sector and its economic, social and environmental implications;

Excellent interpersonal skills and demonstrated aptitude to work in an international, multicultural and collaborative environment;

Language Skills

- English (Mandatory) , Level - Fluent

DoA Expertise

- Development programme management (Mandatory)
- Other finance, economics and administration related experience (Optional)

Additional Requirements for Area of Expertise

- Competent in the use of standard office tools (Word, Excel, Power Point).

Need Driving Licence No

Conditions of Service and other information

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.

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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 MNGR000023-2092

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

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to which you would like to apply.

This assignment is funded by the Government of Japan, therefore only nationals from Japan are eligible to apply. Please note that if you have previously served as a UN Volunteer under *Japan Trust Fund*, you are not eligible to apply. If you are a former *Japan Overseas Cooperation Volunteer* (JICA-JOCV) and eligible to apply for JICA funded UN Volunteer assignments, you are not eligible to apply for this assignment funded by the Government of Japan.

Application deadline: 16th June 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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