

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

AFGR001632--NUNV Specialist (Associate Judicial Affairs 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	Afghanistan
Host Institute	UN Mission in Afghanistan
Volunteer Category	National Specialist
Number of Volunteer	1
Duration	until 31-12-2021
Expected Starting Date	Immediate
Duty Station	Kabul [AFG]
Assignment Place	Non-Family Duty station

Assignment Place Remark

Renewal depends on the Mentoring for the Attorney General and Staff of the International Crimes Directorate Project and satisfactory performance; there is no guarantee of assignment extension beyond 31 Dec 2021.

Living Conditions

The duration of your assignment is indicated above with the possibility of extension subject to extension of project funding and satisfactory performance. However, there is no expectation of renewal of the assignment.

Travel to duty station (if applicable) and a Settling-In-Grant will be provided in the event the duty station is not within commuting distance from the place of recruitment. The applicable Volunteer Living Allowance is provided monthly to cover housing, utilities and normal cost of living expenses. Life, health and permanent disability insurance are included) and final repatriation (if applicable).

Furthermore, in non-family duty stations that belong to hardship categories D or E, as classified by the [ICSC](#), a Well-Being Differential (WBD) on a monthly basis will be provided.

Assignment Details

Assignment Title

NUNV Specialist (Associate Judicial Affairs Officer)

Organizational Context & Project Description

These Terms of Reference guide the work of a national UNV Specialist deployed to provide support to the International Consultant deployed to Afghanistan to provide expertise to the Afghan Attorney General's Office (AGO), and in particular the Director and personnel of the International Crimes Directorate (ICD), on the operations of the Directorate and best practices for investigating and prosecuting the international crimes defined in the 2018 Penal Code. During the Project, the National UNV Specialist will: -

- Monitor developments within the AGO/ICD during the duration of the Project and especially when the International Consultant is absent from the country.
- Monitor and report on political and legal developments that impact on transitional justice including the mandate of the AGO/ICD.
- Serve as a liaison between UNAMA ROL Section, the International Consultant/Mentor and the AGO/ICD.
- Prepare legal analyses of political and legal developments that impact the work of the AGO/ICD.
- Provide advice to the international mentor and UNAMA Personnel on cross cutting issues of concern to investigation and prosecution of international crimes in Afghanistan.
- Provide logistical support for and during the visit(s) of International Consultant/Mentor in Afghanistan.
- Provide translation and interpretation services to the International Consultant/Mentor. In order to achieve these deliverables, the National UNV Specialist shall:
- Monitor and gather information from diverse sources, including publications and media, with special attention to justice sector reforms, investigation and prosecution of international crimes including Conflict Related Sexual Violence (CRSV) and transitional justice mechanisms.
- Attend meetings with the AGO/ICD, UNAMA ROL Section and the International Consultant/Mentor when required.
- Contribute to thematic reports on justice and AGO/ICD mandated issues when required.
- Provide contextual analysis of ongoing and future investigations carried out by AGO/ICD
- Provide liaison linkages between the AGO/ICD, the International Consultant/Mentor, UNAMA and other national and international agencies when required.
- Prepare documents that will facilitate the work of the International Consultant/Mentor during her/his visits and when s/he works online or as required.
- Provide translation and interpretation services to the International Consultant/Mentor when required

Sustainable Development Goals

16. Peace, Justice and Strong Institutions

Task description

Under the direct supervision of Judicial Affairs Officer, the National UNV will perform following functions.

- Monitor and gather information from diverse sources, including publications and media, with special attention to justice sector reforms, investigation and prosecution of international crimes including Conflict Related Sexual Violence (CRSV) and transitional justice mechanisms
- Attend meetings with the AGO/ICD, UNAMA ROL Section and the International Consultant/Mentor when required
- Contribute to thematic reports on justice and AGO/ICD mandated issues when required
- Provide contextual analysis of ongoing and future investigations carried out by AGO/ICD
- Provide liaison linkages between the AGO/ICD, the International Consultant/Mentor, UNAMA and other national and international agencies when required
- Prepare documents that will facilitate the work of the International Consultant/Mentor during her/his visits and when s/he works online or as required
- Provide translation and interpretation services to the International Consultant/Mentor when required

Planning, Coordination and Facilitation

- Support UNAMA's coordination efforts on Penal Code implementation by assisting Penal Code and Justice Stakeholders meetings, including support in preparing agendas, briefing speakers etc.
- Provide advice to the international mentor and UNAMA Personnel on cross cutting issues of concern to investigation and prosecution of international crimes in Afghanistan
 - Provide logistical support for and during the visit(s) of International Consultant/Mentor in Afghanistan.
 - Provide translation and interpretation services to the International Consultant/Mentor.

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- Any other related tasks as may be required or assigned by the supervisor.

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- Provide annual and end of assignment reports on UN Volunteer actions, results and opportunities using UNV's Volunteer Reporting Application- 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

The National UNV is expected to achieve the following results:

- The developments within the AGO/ICD are monitored especially when the International Consultant is absent from the country.
- Political and legal developments and their impact on transitional justice including the mandate of the AGO/ICD, are regularly monitored and reported.
- The liaison support between UNAMA ROL Section, the International Consultant/Mentor and the AGO/ICD, is provided effectively and efficiently.
- The legal analyses of political and legal developments that impact the work of the AGO/ICD are prepared and shared.
- The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counter-parts, 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

Qualifications/Requirements

Required Degree Level Bachelor degree or equivalent

Education - Additional Comments

A Degree in Law is required.

Required experience 24 months

Experience Remark

At least two years' post-graduate professional experience is required; Experience working in a multicultural environment is desirable. Extensive knowledge of Afghan legal framework is required.

Working knowledge of Afghan criminal justice institutions and their mandates is required. Knowledge of substantive and procedural aspects of Afghanistan legal system and jurisprudence. Experience working with criminal justice actors and institutions in Afghanistan; Ability to gather information from different source; Experience providing advice on criminal accountability in transitional justice contexts to lawyers and investigators; Experience liaising with and briefing national and international stakeholders.

Language

- English (Mandatory) , Level - Fluent
- AND - Dari (Mandatory) , Level - Fluent

Area of Expertise

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- Rule of law, judicial and national legal system reform Mandatory
- Political affairs and political reporting Mandatory
- Other rule of law or governance related experience Mandatory

Area of Expertise Requirement

Rule of law, judicial and national legal system reform Mandatory. Knowledge of legal system especially on criminal law and criminal reform process

Need Driving Licence No

Competencies & Values

- Adaptability and Flexibility
- Commitment to Continuous Learning
- Communication
- Integrity
- Planning and Organizing
- Professionalism
- Working in Teams

Conditions of Service and other information

Condition of Service [Click here to view Conditions of Service](#)

Conditions of Service:

Note on novel coronavirus – COVID-19.

The rapidly changing nature of novel coronavirus COVID-19 has placed significant and increasing restrictions on the freedom of movement of people, even within countries. Such restrictions may affect the ability national UN Volunteers to begin their assignments at their assigned duty station or limit the ability to enter UN premises. Thus, UNV cannot guarantee assignments will proceed as normal.

Candidates for national UN Volunteer assignments requiring travel to the duty station may be exceptionally granted during this period alternative working arrangements to work from their place of recruitment until restrictions are lifted. Candidates for national UN Volunteer assignments may also need to begin their assignments remotely in cases where access to UN premises is restricted. These are decisions at the discretion of the host entity. Candidates proceeding to interview are recommended to discuss travel requirements, any restrictions, and possible alternative arrangements with the host entity. If selected, candidates should carefully consider the circumstances before

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accepting UNV's offer.

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.

Travel to duty station (if applicable) and a Settling-In-Grant will be provided in the event the duty station is not within commuting distance from the place of recruitment. The applicable Volunteer Living Allowance is provided monthly to cover housing, utilities and normal cost of living expenses. Life, health and permanent disability insurance are included (health insurance for up to 3 dependents), as well as final repatriation (if applicable) and resettlement allowance for satisfactory service.

Furthermore, in non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, a Well-Being Differential (WBD) on a monthly basis will be provided.

For UN Volunteer entitlements, kindly refer to the link <https://vmam.unv.org/calculator/entitlements>

Supervision, induction and duty of care of UN Volunteers ([Roles and Responsibilities of Host Entity](#))

UN Volunteers should be provided equal duty of care as extended to all host entity personnel. Host entity support to the UN Volunteer includes, but is not limited to:

- Introductory briefings about the organisation and office-related context including security, emergency procedures, good cultural practice and orientation to the local environment;
- Support with arrival administration and official processes;
- Structured guidance, mentoring and coaching by a supervisor including a clear workplan and performance appraisal;
- Access to office space, equipment, IT support and any other systems and tools required to complete the objectives of the assignment including a host entity email address;
- Access to shared host entity corporate knowledge, training and learning;
- Any necessary security measures, ensuring that UN Volunteers are covered by the United Nations Security Management System (UNSMS) in line with the UNDSS Security Policy Manual;
- Leave management;
- DSA for official travel, when applicable;
- All changes in the Description of Assignment occurring between recruitment and arrival or during the assignment need to be formalized with the United Nations Volunteer Programme.
- Investigate misconduct: sharing reports with the UNV;
- Provide emergency assistance, e.g. the death of volunteer or medical evacuation, in collaboration with UNV. Accept letters of guarantees or potential liabilities for covering medical costs not claimable under medical insurance in extraordinary situations (e.g. isolation facilities` services during pandemics).

Application Code

AFGR001632-10171

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Application procedure

FEMALE CANDIDATES ARE ENCOURAGED TO APPLY.

Applicants needs to register their profile within UNV Talent Pool to be able to apply, see more instructions below:

* **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.

Note: To create your profile with UNV – click on the link [English ??? ????](#)

Applicants needs to register their profile within UNV Talent Pool to be able to apply, see more instructions below:

* **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.

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doa.apply_url

<https://vmam.unv.org/candidate/show-doa/QUZHUjAwMTYzMg==>

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.