

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

BFAR000199--Associate Shelter Officer (Cluster)

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	Burkina Faso
Host Institute	UN High Commissioner for Refugees
Volunteer Category	International Specialist
Number of Volunteer	1
Duration	12 months
Expected Starting Date	Immediate
Duty Station	Dori [BFA]

Assignment Place Remark

Affectation sans famille

Living Conditions

Burkina Faso has more than 60 ethnic groups, each with its own own cultural values and its organizational model of society. One of the main characteristics of the inhabitants of the "le Pays des hommes intègres - land of honest men" is undoubtedly the popular affection for cultural traditions. The people of Burkina Faso are peaceful and very welcoming to foreigners. As a general rules, it is customary to greet your interlocutors before any start of conversation (inquire, buy, ...).

Dori is located in the Sahel Region, at 265 Km from the capital city, in the Northern part of Burkina Faso bordering Mali whereby most of UNHCR activities are conducted, the duty station is not family sine January 2019. The security situation in the Sahel Region is volatile, it has remained dominated by extremist attacks, kidnappings and the installation of improvised explosive devices (IED). Defence and security forces and local elected officials are the main targets. Due to the proximity of the region to the border with Mali, the risk of kidnapping of expatriates is very high. Dori being a category D family duty station, security level 2.

There are clinics and a national hospital where basis medical interventions can be done but there are no international standard schools. The weather conditions in Dori are very harsh, especially during the dry season. Due to the country's warm climate with very high temperature most of the year, it is recommended to take very light and comfortable cotton clothes. UNHCR has a guest house that

meets standard for short term missions by United Nations agencies. There are good standard residential houses in the city that the staff can rent for long periods of time missions. Generally, it is better to take a house where water and electricity are already installed and functional. Billing for services is done on a monthly basis. However for electricity you can opt for a prepaid electricity purchase meter called CASH POWER..

Burkina Faso is connected to the Internet thanks to two access providers (Onatel, Fasonet) on affordable rates.

In the past year, the security and human rights situation in Northern and Eastern Burkina Faso has significantly deteriorated, leading to substantial displacement. The number of IDPs has reached 1,218,754 displaced in 30 April 2021. Cross-border displacement is also occurring. At least 14,000 people have fled to neighbouring Mali and Niger, while some 2,000 Burkinabe have fled to Ghana.

As a result of the internal displacement, the United Nations Country Team (UNCT), in close collaboration with the Government of Burkina Faso, has set up a coordination mechanism involving several sectoral groups to respond to the needs of the population affected by the crisis.

Sensitive security context could put certain nationalities, like white skin people (European, American or Asiatic) at risk. The Sahel region (Northern part of Burkina Faso, bordering Mali), our main operational area, is permanently facing terrorist activities, resulting to casualties and kidnappings.

The yellow fever vaccine is compulsory and vaccination cards should be able to communicate in French.

Assignment Details

Assignment Title Associate Shelter Officer (Cluster)

Organizational Context & Project Description

UNHCR is responsible for the protection of refugees and internally displaced persons (IDPs) in Burkina Faso. Within the IDP context, as of 30 April 2021, there were 1,218,754 IDPs in various regions of the country (Sahel, Centre Nord, and Est), UNHCR has been designated the lead of the Protection and Shelter/Non Food Items (NFI) Clusters to ensure that IDPs are provided with protection and assistance according to international standards. Therefore UNHCR is tasked to provide technical and strategic support in these two areas to the various offices and partners through the Clusters in Burkina Faso. Further UNHCR is also working with Implementing Partners in Protection and Shelter to implement partner protection and assistance activities. The UNV will work within the Technical Unit in UNHCR Branch in Dori but will be traveling extensively as allowed by security restrictions in place. The technical unit provides technical support to all UNHCR implementing partners responsible for the provision of infrastructures mainly Water Supply, Sanitation, Hygiene (WASH), Site Planner and Shelter.

Sustainable Development Goals 11. Sustainable Cities and Communities

Task description

Under the direct supervision of the Head of Field Office, the UN volunteer will undertake the following tasks:

- Ensuring that Shelter Cluster partners are supported in carrying out shelter needs assessments, Post distribution monitoring report considering the current situation, projected population planning figures and the expected scale of returns;
- Ensure that monthly regular cluster and technical working meetings are done, and reports disseminated to shelter cluster partners and launch them on the national and the global cluster website site;
- Developing country level shelter cluster strategies and take into consideration the local context, age and gender, culture, climate, environmental protection and the availability of local resources, including materials, capacities and existing infrastructure;
- Providing clear guidance on standards for shelter and settlement, including minimum emergency standards to meet basic and essential needs;
- Together with the information management officer, compiling, analyzing and mapping available information on shelter options in country considering relevant policies adopted by the Government and the cluster shelter;
- Ensure that shelter partners when planning shelter works, that the technical component reflects shelter cluster minimum standards for the provision of emergency and other types of shelter assistance and is within the recommended budgetary requirements approved by the cluster. Due consideration should be given to standards in other relevant sectors such as water

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and sanitation, protection and GSAT;

- Ensuring that shelter cluster strategy is periodically reviewed to reflect the evolving situation in country and progressively transitioning to more sustainable shelter solutions. This process should be done in close collaboration with the beneficiaries and the host Government while bearing in mind the shelter needs of people upon their eventual return to their country of origin;
- Ensuring that specifications, bills of quantities and drawings are produced in a technically sound and standardized manner and establish monitoring and evaluation tools to ensure that works are implemented according to cluster recommendations;
- Promoting the sustainability of technical interventions through local capacity building and self-help in collaboration with local partners in the field. Ensure that local communities have been consulted on all activities so as not to create unnecessary tension between the displaced and host populations;
- The position requires regular contact with other clusters colleagues and partners, program, protection and field staff in country in order to ensure that shelter cluster strategy are considered in all technical support related to shelter and construction activities;
- Close and regular contact with technical and non-technical staff of UN Agencies, shelter cluster Partners, National and International NGOs and Government Authorities, is essential to discuss matters relating to shelter and infrastructure coordination and provision;

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

- Shelter and NFI needs evaluated, monitored and solutions provided to affected populations;
 - Coordination meetings organized, meetings action points followed up, continuous monitoring of Shelter, Infrastructure and Site Planning activities, with respect Cluster and National standards and specifications;
 - Shelter and NFI response strategy developed and strategic objectives outlined with defined activities
 - Targeted population supported with approaches agreed under the response strategy and agreed number of families reached within the year with specific emphasis on increased beneficiary targeting and participation;
 - Partners activities monitored and reported in a regular and consistent manner to the cluster website;
 - Field activities and Field staff supported by increased presence of the Technical unit by regular field visits in the Camps with activities closely monitored and supervised;
 - Technical drawings, designs, Bills of Quantities and Specifications produced by the Technical Unit are developed and reviewed to ensure consistency/coherence accuracy and appropriateness;
 - Cluster Partners and the Government are supported in their implementation of technical activities for the beneficiaries by also identifying areas of capacity building that can be supported by the cluster or its partners;
 - 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 cluster's Partners;
 - 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 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 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

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Education - Additional Comments

University Degree in Civil Engineering, Building Construction, Architecture or other relevant qualification;

Required experience 36 months

Experience Remark

Relevant professional experience includes management of humanitarian shelter or settlement programs / projects or a combination of experience in the humanitarian sector and construction-related activities outside of the humanitarian sector such as supervision of construction works. Attendance to humanitarian Shelter Cluster Training will be an asset.

Excellent interpersonal, teamwork and negotiation skills in a cross-cultural environment and the ability to assist in communication of technical and non-technical details with Government technical staff as well as NGO staff and local authorities.

Language

- French (Mandatory) , Level - Fluent
- AND - English (Mandatory) , Level - Working Knowledge

Area of Expertise

- Other civil society or community development experience Mandatory
- Other human settlement related experience Mandatory

Area of Expertise Requirement

Architecture or Civil-Engineering

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:

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 across the globe, within countries and across borders. Such restrictions make it very difficult for international UN Volunteers to begin their assignments at their assigned duty station and UNV cannot guarantee assignments will proceed as normal.

Candidates for international UN Volunteer assignments during this period may be exceptionally granted alternative working arrangements to work from their place of recruitment until restrictions are lifted. This is at the discretion of the host entity. Candidates proceeding to interview are recommended to discuss the likelihood of travel and possible alternative arrangements with the host entity. If selected, candidates should carefully consider the circumstances before accepting UNV's offer.

In cases where the UN Host Entity partner has requested the UN Volunteer to perform their assignment remotely, the Post Adjustment Multiplier (PAM) and related entitlements to be paid may be adjusted to the temporary duty station from where the UN Volunteer has been requested to work if requested by the UN Host Entity.

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\$ 1,682. 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 UN Volunteer entitlements, kindly refer to the link <https://vmam.unv.org/calculator/entitlements>

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.

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 including setting-up of bank accounts, residence permit applications and completion of other official processes as required by the host government or host entity;
- 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;
- Inclusion of the volunteer in emergency procedures such as evacuations;
- 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 BFAR000199-9979

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: 26-09-2021

doa.apply_url <https://vmam.unv.org/candidate/show-doa/QkZBUjAwMDE5OQ==>

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.