

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

ETHR001245--Communication for Development (C4D) 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	Ethiopia
Host Institute	United Nations Children's Fund
Volunteer Category	National Specialist
Number of Volunteer	1
Duration	12 months
Expected Starting Date	Immediate
Duty Station	Bahir Dar [ETH]
Assignment Place Remark	

Living Conditions

As this is a national UN Volunteer assignment, the UN Volunteer will be responsible for arranging his/her own housing and other living essentials.

Assignment Details

Assignment Title	Communication for Development (C4D) Officer
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Organizational Context & Project Description

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the organization does — in programmes, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children's rights into action. UNICEF supports child health and nutrition, good water and sanitation, quality basic education for all boys and girls, and the protection of children from violence and exploitation.

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UNICEF supports the Federal Government of Ethiopia to accelerate progress for children, work to achieve the Sustainable Development Goals (SDGs) and help children realize their rights under the Convention on the Rights of Children. This will be made through, among other things, strong partnerships with regional governments, health professionals, teachers, frontline workers, religious and community leaders, social mobilisers, communities and families, and the children and adolescents themselves.

UNICEF will work so that:

- Every child survives and thrives -- being in good health, immunized, and accessing nutritious food.
- Every child learns.
- Every child is protected from violence and exploitation and registered at birth.
- Every child lives in a safe and clean environment, with access to safe drinking water and adequate sanitation.

The Communication for Development (C4D) Officer, under direct supervision of Chief of Field Office, and as guided by the C4D Specialist in Addis will provide technical support for UNICEF C4D interventions, including emergency operations in the region. The C4D Officer spearheads multi-level strategic C4D interventions that are relevant and context specific to community-based interventions in the region. The C4D Officer will support in identifying strategic opportunities among key stakeholders including partners, government sector bureaus and CSO/CBOs for planning and initiating multi-channel C4D interventions, monitoring of on-going interventions and reporting, participating in different sectorial coordination forums and following up on tasks related to cross sectorial C4D interventions in development and emergency contexts. The C4D Officer is also required to provide cross sectorial technical support to ensure coherence of sector wide C4D activities in the field in line with the country programme C4D strategy.

Sustainable Development Goals

3. Good Health and Well-being

Task description

Within the delegated authority and under the supervision of Chief of Field Office or his/her designated mandated representative(s), the UNV C4D Officer will:

1. Support to strategy design and development of C4D activities

- Research and/or participate in conducting comprehensive C4D situation analysis of social, cultural, economic, communication and political issues in the region. Collect and synthesize qualitative and quantitative information and data to support the establishment of comprehensive and evidence-based information for developing and planning C4D strategy and interventions in the region.
- Collect, draft and/or organize materials and related documentations for C4D strategies and plans to ensure optimum impact, scale and sustainability of achievements/results.
- Assess the impact of C4D activities on the CO and UNICEF goals to achieve measurable behavioral and social change resulting in the improvement of children's rights and wellbeing. Submit qualitative report/synthesis of results for development planning and improvement.
- Support to contextualize the development, pretesting, translation and repackaging of existing as well as new Behavior Change and Communication (BCC) materials in consultation with relevant Regional Bureaus, Programme Officers, the C4D unit, and other relevant stakeholders
- In collaboration with UNICEF Programme staff and relevant government sector staff, participates in the development of evidence-based sectoral strategies and workplans (both development and emergency-related) to ensure the design and incorporation of specific Communication for Development components with objectives and activities aimed at different levels:
 - behavior development/change individual/household/facility levels;
 - community participation, social change and collective action at community level; and
 - social mobilization of community-based organizations and advocacy for decision makers;

2. Support to the implementation of C4D activities

- Collaborate with internal and external partners to provide operational and technical support to the design of C4D strategies, and research, develop, test, produce and use quality C4D materials and/or organize events and activities to ensure maximum outreach and impact on behavioral and social change of target audience.
- Assess and recommend potential contacts, networks, resources and tools to support the maximum impact and outreach of C4D initiatives.
- Follow up on the production of C4D materials to ensure technical quality, consistency and relevancy of communications

materials that are developed, produced and disseminated to target audience (e.g. individuals, communities, government officials, partners, media etc).

3. Advocacy, networking and partnership building

Build and maintain partnerships through networking and proactive collaboration with national and international civil society organizations, community groups, leaders and other critical partners in the community and civil society to reinforce cooperation through engagement, empowerment and self-determination and to pursue opportunities for greater advocacy to promote UNICEF's mission and goals for child rights, social equity and inclusiveness.

- Collaborate with internal global/regional communication partners to harmonize, link and/or coordinate messaging to enhance C4D outreach and contribution to programmatic outcomes.
- Provide technical support to UNICEF, regional sector bureaus and partners including contributing to the adapting of or sharing relevant standards, protocols, guidelines and training materials for C4D

4. Innovation, knowledge management and capacity building

- Institutionalize/share best practices and knowledge learned/products with national/local partners and stakeholders to build capacity of practitioners/users, and disseminate lessons learned to key audiences including donors and partners.
- Support the organization, administration and implementation of capacity building initiatives to enhance the competencies of clients/stakeholders/partners across programme sectors in C4D planning, implementation and evaluation in support of programmes/projects. Develop training materials for training activities and revise them periodically for improvements and updates.
- Provide technical and coordination support to C4D trainings at regional, Zonal, and Woreda levels for Government counterparts, partner organizations, and their volunteer networks.
- Build the capacity of a social mobilization multi-sectoral regional platform (Health, Education, Religious groups, CSOs, medias, etc.) in terms of coordination, planning, monitoring of C4D interventions including use of emergency communication materials for creating a strategic network of social mobilization trainers

5. Monitoring and Reporting

- Undertake regular field monitoring and report based on agreed C4D indicators
- Contribute to the regular monitoring of C4D actors' capacity according to the needs raised during rapid assessments / KAP surveys
- Compile regional C4D reports, emergency and development, from the field and update progress on key results
- Ensure multi-media materials are distributed to the intended target groups and monitor and address gaps
- Participates in regional and Zonal coordination mechanisms and follow up on C4D tasks
- 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

As an active UNICEF team member, efficient, timely, responsive, client-friendly and high-quality support rendered to UNICEF and its beneficiaries in the accomplishment of her/his functions, including:

- Regional C4D plan developed and submitted to CFO in the first month of assignment
- Monthly reports on progress of planned interventions on the first week of the consecutive month
- Monitoring reports submitted bi-monthly
- Documentation of lessons learned and Human-Interest Stories (HIS) at least three per year
- 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

At least first degree in the social/behavioural sciences, (Sociology, Anthropology, Psychology, Communication, Public Relations and Health Promotion and Education) with emphasis on communication planning for behaviour development, social mobilization, participatory communication and research training and impact evaluation of communication interventions.

Required experience 24 months

Experience Remark

- A minimum of two years with at least one-year experience in planning and implementing C4D/SBCC programmes .
- Previous experience in working/living in communities is an added advantage.
- Excellent oral and written skills; excellent drafting, formulation, reporting skills;
- Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, religious and youth organizations, and authorities at different levels; familiarity with tools and approaches of communications for development

Language

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

Area of Expertise

- Other communications related experience Optional

Area of Expertise Requirement

- Experience in Behavior Change communication planning is a requirement (M)
- Experience in multi-channel communication design is an asset
- Experience in evidence generation for Social and Behavior Change Communication is an asset

Need Driving Licence No

Competencies & Values

- Adaptability and Flexibility
- Client Orientation
- Communication
- Ethics and Values
- Knowledge Sharing
- Managing Performance
- 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 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:

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- 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

ETHR001245-10635

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' <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: 23 September 2021**doa.apply_url**<https://vmam.unv.org/candidate/show-doa/RVRIUjAwMTi0NQ==>**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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