

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

KENR001957--Regional Family Liaison 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	Kenya
Host Institute	World Food Programme
Volunteer Category	International Specialist
Number of Volunteer	1
Duration	12 months
Expected Starting Date	Immediate
Duty Station	Nairobi [KEN]
Assignment Place	Family Duty Station

Assignment Place Remark

Family assignment

Living Conditions

The Republic of Kenya is an equatorial nation on the coast of East Africa, neighboring Somalia, Ethiopia, South Sudan, Uganda, Tanzania, and the Indian Ocean. Kenya has two levels of Government; the National Government and 47 sub-national Governments called Counties. Counties are further divided into sub-counties. Kenya is a multi-party state with Executive, Legislative, and Judicial branches. Kenya's population stood at 47,6 million in 2019 and is growing at an annual rate of 2.2%. Kenya's main food crops are "maize, wheat, pulses, roots and tubers." (FAO). In 2019, the country's GDP per capita estimated at purchasing power parity (PPP) was \$4,521, and prior to the COVID-19 pandemic the GDP grew at an average rate of 5,5% annually (World Bank). In 2020, the Kenya National Bureau of Statistics presented data that show that more than 1 in 3 Kenyans (36% or 15.9 million) are monetary poor, and that that 53% of the population or 23.4 million Kenyans are multidimensionally poor.

Nairobi is a modern metropolitan city where most basic goods and services, health facilities, public transport, tele-communication and banking services and educational facilities are readily available. Safe and secure accommodation is widely available in various parts of

the city, with a broad price range depending on the area and type of living arrangement. The city is widely connected through its main airport, Jomo Kenyatta International Airport and the smaller Wilson Airport. Air transport is also available to many domestic destinations. The city is home to some 3,000 UN personnel mainly attributed to the fact that it serves as the headquarters for both the UN HABITAT and UNEP. The socio-economic and cultural background of the immediate society the UNV would be living and working in is diverse and prevailing security conditions at the place of assignment is modest considering criminality and previous terror attacks. The topographic and climatic features of the assignment location is highland cool and warm tropical climate.

Assignment Details

Assignment Title

Regional Family Liaison Officer

Organizational Context & Project Description

The United Nations World Food Programme (UN WFP) is the world's largest humanitarian agency fighting hunger worldwide. The mission of WFP is to help the world achieve Zero Hunger in our lifetimes. The core policies and strategies that govern WFP activities are: save lives in emergency situations; improve the nutrition and quality of life of the most vulnerable people; and help build assets and promote the self-reliance of poor people and communities, particularly through conditional food for work and training programmes. Through the Wellness Strategy, WFP has committed to providing a corporate culture of health, and fostering an enabling and supportive workplace. Operating within conflict zones and hazardous environments, combined with highly mobile careers, places unique stressors on staff and their families. Little attention has been paid to the linkages between staff and family wellness, and at present, very few policies are in place outside of financial remuneration and insurance to specifically address the wellness of families. It is in the best interest of WFP to foster a sense of commitment to Wellness on the part of the staff, and a key part of staff wellbeing involves the wellbeing of dependents. This UNV assignment will drive and implement programmes and interventions to address the wellness of families of staff in WFP Eastern Africa region.

Sustainable Development Goals

2. Zero Hunger

Task description

The Regional Family Liaison Officer will have a dual reporting line: administratively, RBFLO reports to Regional Staff Counsellor; and technically, RBFLO reports to Global Family Liaison Officer. The position will be based in Nairobi and have a regional remit. Travel is required to remote and difficult locations.

The RFLO will drive various programmes and interventions. These would expand in scope in line with the findings of surveys and focus groups. They would include but not be limited to:

- Identifying needs, advocating and implementing creative solutions to support families to fulfil the WFP goals of inclusivity and to ensure dependants and families feel supported wherever they are located.
- Facilitating social support through local WFP FLOCK groups to help alleviate the acute stress and isolation common during relocation or when families have to live at distance from the WFP staff member. (supporting the global Facebook group and database and the creation of local social media groups where appropriate).
- Identifying local resources for families (mental health professionals, specialized services for children with special needs, schools, shelters, social organizations for spouses, training opportunities - language, employment networks).
- Outreach and creation of external partnerships that can further improve support to WFP staff and their families.
- Working across functions to maximize support to families and advocate for their needs (HR, security, admin) and acting as a liaison within the Region for family issues.
- Contributing to developing family pages for the local pages of the WFP Wellbeing Platform/App and other communication platforms.
- Participating in developing specific projects and programmes and raising awareness on topics such as domestic abuse/parenting.
- Participating in the Regional and targeted Country Wellness Committees and advocating for family activities
- Counselling services for dependents or with staff on family specific issues

Furthermore, UN Volunteers are required to:- Strengthen their knowledge and understanding of the concept of volunteerism by reading

T. +49 (0) 228-815 2000

A. PO Box 260111, 53113 Bonn, Germany

F. +49 (0) 228-815 2001

W. www.unv.org

We are inspiration in action

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

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

- Needs assessment (including a minimum of 9 focus groups facilitated and one questionnaire) completed in at least 3 pilot countries.
 - Presentation of the Needs assessment final report at country and regional level, including programming recommendations and an implementation plan.
 - Creation of a minimum of 3 Local sections of the Flock.
 - Creation of a database of local resources for families in at least 3 countries.
 - A minimum of 6 local family pages created on the Wellbeing app.
 - 6 missions.
 - Organize at least 6 family events in a minimum of 3 different countries.
- 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 Master degree or equivalent

Education - Additional Comments

Advanced university degree (Doctorate, Masters or equivalent) in Clinical or Counselling Psychology, Psychiatry, Clinical Social Work or demonstrably equivalent studies from a recognized institution.

Additional training or certification in a broad range of related fields, such as alcohol/substance abuse, resilience, cross-cultural communication, conflict resolution, mediation, trauma, project management, communication etc. will be an advantage

Required experience 36 months

Experience Remark

- Minimum three (3) years of progressively responsible professional post graduate experience relevant to the field is required.
- Demonstrated experience working with families is essential.
- International experience is an added value.

Knowledge & Skills:

- Excellent communication skills (oral, written and presentations).
- Ability to identify needs and suggest and/or develop appropriate solutions.
- Ability to establish and maintain productive partnerships with clients at all levels of WFP as well as external entities.
- Ability to work and adapt professionally and effectively in a challenging environment; ability to work effectively in a multicultural team of international and national personnel
- Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet;

familiarity with database management; and office technology equipment

- Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines
- Must be an excellent team player and value working with a multidisciplinary and culturally diverse team.
- Ability to operate effectively across organizational boundaries and establish and maintain effective working relationships in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

Language

- English (Mandatory) , Level - Fluent

Area of Expertise

- General human medicine (with clinical experience) Mandatory

Area of Expertise Requirement

Clinical or Counselling Psychology, Psychiatry, Clinical Social Work

Need Driving Licence No

Competencies & Values

- Commitment and Motivation
- Communication
- Integrity
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Working in Teams

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

T. +49 (0) 228-815 2000 A. PO Box 260111, 53113 Bonn, Germany
F. +49 (0) 228-815 2001 W. www.unv.org

We are inspiration in action

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

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 KENR001957-10620

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: 22 September 2021

doa.apply_url <https://vmam.unv.org/candidate/show-doa/S0VOUjAwMTk1Nw==>

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.