

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

KENR001958--Youth and Education 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	United Nations Environment Programme
Volunteer Category	International Specialist
Number of Volunteer	1
Duration	6 months
Expected Starting Date	Immediate
Duty Station	Nairobi [KEN]
Assignment Place	Family Duty Station

Assignment Place Remark

Family assignments

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 Youth and Education Officer

Organizational Context & Project Description

The United Nations Environment Programme (UNEP) is the United Nations system's designated entity for addressing environmental issues at the global and regional level. Its mandate is to coordinate the development of environmental policy consensus by keeping the global environment under review and bringing emerging issues to the attention of governments and the international community for action.

Objective of Assignment:

This role is required in the Youth, Education and Advocacy Team to support on the delivery of the Programme of Work. This role would be to support on a broad range of requirements across the division, specifically focusing on the sport aspects of the programme.

The aim of this role would be to provide additional support to the Chief of the Unit around the Non-Formal Education activities of the team, with sport being a new area of focus. The consultant will report to the Chief, Youth, Education and Advocacy Unit. This would be from October 2021 until October 2022.

Sustainable Development Goals 4. Quality Education

Task description

Within the delegated authority and under the supervision of the Chief, Youth, Education and Advocacy Unit or his/her designated mandated representative(s), the UN Volunteer will work on:

1. Coordinator of the UNEP sports program:
 - International Olympic Committee(OIC) partnership: With colleagues in UNEP and IOC, work to ensure the 2021 / 2022 workplan is delivered and seek out new opportunities to build out this collaboration and define the next workplan.
 - Sport Report: Project manage the delivery of a new annual report with a range of partners that will seek to outline how sport can act on the climate / nature crisis.
 - Sport for Nature: Project lead the creation of a new Sports for Nature Alliance with the International Olympic Committee and other partners, which would raise the profile of sport on this agenda in the build-up to Paris 2024, and beyond.
 - Other sports initiatives: With others, consider new relationships on a case-by-case basis to take forward that would support the objectives of the new 5 year UNEP Medium Term Strategy (which focuses on climate, nature and pollution) with sport as a medium for action / awareness on this agenda.
 - Raising the profile of this agenda internally / externally: Raise the profile of UNEPs work with sport inside UNEP, with other UN partners and at key external moments during the course of the year, including a new Ambassador work plan.
2. Develop substantive paperwork on other agendas as / when required:
 - Fundraising: Consider how funding for this work could be taken forward with other key partners;
 - New opportunities and initiatives: Provide substantive ideas on other analogous opportunities, such as sport / video gaming, with other members of the team at key spike moments during the year.

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

- **Sport research concept note:** Oversee the production of a new piece of research on the role that sport can play in support of the key UNEP objectives.
 - **Sport workplan:** Deliver a workplan for sport for 2021 / 2022 outlining outcomes for this area of work and which key sports can deliver against the key thematic priorities on plastics, mountains and tourism for UNEP;
 - **Sport research report:** Once the concept note has been approved / locked to go for 2022, to project manage the delivery of the report.
 - **Sport for Nature Alliance concept note:** With the International Olympic Committee, deliver a project plan for how Sport for Nature could be launched with up to 10 key founding partners on board for the launch of the initiative in 2022.
 - **Collaboration with other UN partners:** During the year, to work with other UN colleagues on this agenda and to produce a short 2-3 guidance paper on best-practice and how UNEP could scale up on this agenda.
 - **Launch event for the report:** Oversee the curation and design of a launch for the report for 2022 which would raise the profile of this agenda.
 - **1 event to showcase this work (likely in advance of the Beijing Winter Games):** With the International Olympic Committee, to organize an event outlining the work on sustainability as part of this agenda.
 - **Ambassador workplan:** Produce a short outline of how Ambassadors can support this agenda for the International Olympic Committee and UNEP.
 - **Fundraising concept note:** Deliver a paper outlining fundraising opportunities for the sport brief during the first year.
 - **Analogous leadership:** The work with sport can be replicated with other sectors – such as Music – so the role would support the engagement of 1 additional sector to share learning, give guidance and recommendations for what they could do on this agenda.
 - **UN related event:** Deliver an event to showcase this work across the UN, either at UNEA (February) or UN General Assembly (Sept) to showcase this work.
 - **Communications plan for this work:** With colleagues in International Olympic Committee and UNEP, to oversee the design and delivery of a communications plan for this work considering all digital channels, social and media opportunities for this work.
- 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

Master's degree in communications, international relations, political science or sports related field. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.

Required experience 60 months

Experience Remark

- Minimum five years of work experience in communication or related fields.
- UN experience will be an asset.

Language

- English (Mandatory) , Level - Fluent

Area of Expertise

- Other communications related experience Mandatory

Area of Expertise Requirement**Need Driving Licence**

No

Competencies & Values

- Communication
- Creativity
- Planning and Organizing
- Professionalism

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

KENR001958-10638

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 September 2021**doa.apply_url**<https://vmam.unv.org/candidate/show-doa/S0VOUjAwMTk1OA==>**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.