

## UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

### MDGR000155--Gender Expert for UNCT

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

<b>Country of Assignment</b>	Madagascar
<b>Host Institute</b>	Resident Coordinator Office
<b>Volunteer Category</b>	International UN Volunteer Expert
<b>Number of Volunteer</b>	1
<b>Duration</b>	3 months
<b>Possibility of Extension</b>	Yes
<b>Expected Starting Date</b>	Immediate
<b>Duty Station</b>	Antananarivo [MDG]
<b>Assignment Place</b>	Family Duty Station

#### Assignment Place Remark

The consultant is expected to work in Antananarivo (Madagascar) with field missions. Home based work arrangements might be considered in case of administrative and logistic hindrances to travel to/in country given the COVID-19 Health Emergency situation.

Main objectives of the assignment :

The main objective is to enhance UNCT capacity on incorporating and addressing gender aspects in planning, implementation, monitoring and evaluation across all sectors and agencies/entities in the context of the implementation of the UNSDCF in the Decade of Action.

In addressing this main objective, the expert will also need to ensure that gender is duly incorporated in the nexus between humanitarian and development efforts, and will advise on key aspects for ensuring that UNCT humanitarian actions and support to Government in the response to emergencies address crucial aspects on how the gender divide is exacerbated by ongoing crises (Covid-related health and socio-economic impacts, drought and nutritional emergency in the South, etc), including higher exposure to multiple forms of gender based violence, abuse and exploitation.

## Living Conditions

Antananarivo, also known with its shorthand Tana, is the capital city of Madagascar. Already a major city before the colonial era, Antananarivo is filled with hundreds of years of history from the Kingdom and French colonial eras. The capital city is located centrally along the north-south axis of the Big Island, and east of center along the east-west axis. It has subtropical highland climate with mild, dry winters and warm, rainy summers. As a capital city, it is connected by direct national highways to other principal cities in the country and is 15 kilometers away from Ivato International Airport. Nature admirers would enjoy the charming rice fields surrounding the city, since rice is the main staple food in the country, as well as natural parks which showcase the richness of the Island's unique biodiversity such as the Lemur's Park and Andasibe Park. Communication services in Antananarivo is the best in the country: internet and mobile telephone networks are readily available and affordable. The national postal services are headquartered in Antananarivo, and private international shipping companies such as FedEx, DHL Express, and UPS provide services to the city. UNVs are expected to possess all the required capacities to undertake its duties while respecting the living conditions and customs in the region in which he/she will be based.

# Assignment Details

## Assignment Title

Gender Expert for UNCT

## Organizational Context & Project Description

At the 59th Session of the UN General Assembly, Member States, in adopting the Triennial Comprehensive Policy Review (TCPR) of Operational Activities for Development of the UN System called on all UN organizations to: "mainstream gender and to pursue gender equality in their country programmes, planning instruments and sector-wide programmes and to articulate specific country-level goals and targets in this field in accordance with the national development strategies".

As a direct follow-up to the TCPR, and to ensure a comprehensive response to many of its recommendations, the UN Development Group (UNDG) created a Task Team on Gender Equality as a sub-group of the UNDG Programme Group. The goals of the Task Team are: to support more consistent and coherent action among UNDG member agencies to mainstream gender equality and promote women's empowerment at the country level; and to ensure that gender equality and women's empowerment are mainstreamed into the tools and processes that emerge from the UNDG for UN Country Teams (UNCTs).

In 2008, a gender scorecard system was created following the recommendations of a background paper on accountability mechanisms in UNDG agencies commissioned by the UNDG Task Team on Gender Equality -which found that "there is no agreement on what constitutes a minimum level of actions to support gender equality". The UN SWAP formed another part of the accountability framework, focusing on the implementation of the policy at the entity level.

The QCPR calls for the United Nations development system to expand and strengthen the use of the Gender Scorecard as a planning and reporting tool for assessing the effectiveness of gender mainstreaming in the context of the common cooperation frameworks - formerly UNDAF (OP 83).

Madagascar enters in a new UNSDCF cycle in July 2021. While joint efforts weren't spared to ensure that the Common Country Analysis (CCA) and UNSDCF document take into account the country current situation on gender equality, challenges and lessons learned from the previous cycle, the planning exercise allowed for the identification of room for improvement in UN capacities and effectiveness on gender. Key weaknesses are linked to structural, system gaps that affect progress on the gender agenda in country, like (i) the lack of systematic and up to scale data collection on gender and gender inequalities, (ii) the absence since 2015 of a National Policy on Gender Equality outlining the vision and strategy of Madagascar on gender, and (iii) reduced national resources allocated for gender across sectors, which result in a high dependency from donors and partners to advance on priorities for gender equality and the empowerment of women and girls. But year 2021 and the start of the new UNSDCF 2021-2023 also happen in a momentum where there's growing mobilization of the Government, civil society and partners around gender. The elaboration of a GBV-specific Decree to enable the implementation of the recent GBV law 2019-008, the ongoing process to update the National Policy for Gender Equality and to elaborate a law on gender equality, the organization of the Forum Generation Equality that saw the creation of 6 coalitions of action and the engagement of Madagascar Government for gender equality and the fight against GBV, created a wave of interest and commitment on accelerating action for gender equality.

## Sustainable Development Goals

5. Gender Equality

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### Task description

Within the delegated authority and under the supervision of the Economist or his/her designated mandated representative(s), the UN Volunteer Gender Expert will:

#### 1. UNCT SWAP Scorecard assessment

The volunteer will base his/her work on the existing methodology and tools for the UNCT SWAP - Scorecard assessment. The gender expert will facilitate the exercise and apply participatory methods to ensure the establishment and training of an assessment team. To guide and support the assessment team with the piloting process, the consultant will complete a background document review including :

- UNCT UN-SWAP Technical Guidance and Framework
- UNCT Gender Scorecard Reports for the countries in the regions and from other countries
- Current Country CCA and UNSDCF
- UNCT planning, budgets programming documents
- UN Gender and Human Rights Group's TOR, reports and work plans 2016 - 2021
- CEDAW Reports/other national assessments/National Gender Plans, etc.

Assistance and support for the Inter Agency Team (IAT) with the in-country assessment :

- Support the collection of complementary data and evidence to score indicators
- Conduct gender analysis of verification documents required to help the IAT score areas of performance
- Facilitate working sessions and technical support with key stakeholders such as the Resident Coordinator; Heads of Agencies; key programme staff; M&E teams, partners, etc. to discuss and score areas of performance
- Complete the scoring matrix based on IAT discussions and agreements
- Facilitate a debrief with the HOA to discuss findings and proposed actions

Reporting :

- Draft Scorecard and narrative report, with inputs from assessment team
- Complete the final Scorecard, narrative report and follow-up matrix

#### 2. Capacity strengthening

This component will include:

- Assessment of UNCT capacities on gender and related sub-themes
- Preparation, discussion and UNCT validation of a capacity building plan on Gender 2021-2023, including a monitoring matrix
- Delivery of trainings to staff of all levels, including a dedicated training for UNCT management and trainings to field staff in key regional hubs
- Completion of a gender learning package for UNCT

#### 3. UNCT Support to institutional and operational strengthening of Government of Madagascar :

- Coordination of UNCT inputs on NGP, law on EWM, National GBV strategy, gender budgeting, etc.

#### 4. Provide any additional support as may be required.

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

- 1 UNCT scorecard report and action plan

- 1 capacity assessment report
- 1 learning package on gender
- 1 series of gender trainings for UN staff
- 1 capacity building plan on gender
- 1 final report for the consultancy

The volunteer's performance will be evaluated against the following criteria: timeliness, responsibility, initiative, communication, accuracy, and quality of the products delivered.

- 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 (Masters) degree or equivalent in social and political sciences, human rights, gender equality, or a relevant area

**Required experience** 180 months

### Experience Remark

- At least 15 years of practical experience of work on gender mainstreaming in development programmes/projects at national and international levels;
- Experience in gender data collection and analysis, including interviews, survey and focus groups;
- Previous experience with the Gender Equality Scorecard, narrative report and follow-up matrix;
- Experience on conducting gender trainings for staff of development agencies.

### Language

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

### Area of Expertise

- Gender equality and the advancement of women Mandatory
- Other educational, teaching or training experience Optional
- Other development programme/project experience Optional

### Area of Expertise Requirement

- Ability to synthesize program performance data and produce analytical reports to inform management and strategic decision-making;
- Strong analytical skills;
- Excellent knowledge of Results-Based Management;
- Strong knowledge of the UN system;
- Strong knowledge of local country context;
- Excellent oral and written skills; excellent drafting, formulation, reporting skills;
- Accuracy and professionalism in document production and editing;

- 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;
- 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;
- Sound security awareness.

**Need Driving Licence**

No

### **Competencies & Values**

- Adaptability and Flexibility
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Empowering Others
- Ethics and Values
- Integrity
- Judgement and Decision-making
- Knowledge Sharing
- Leadership
- Professionalism
- Respect for Diversity
- Self-Management
- Working in Teams

## Conditions of Service and other information

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**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 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

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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>.

UN Expert Volunteer receive a monthly Expertise Differential calculated at 40% of the UN Specialist Volunteer monthly living allowance.

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](#))

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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** MDGR000155-10517

#### **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: 20 September 2021**

**doa.apply\_url** <https://vmam.unv.org/candidate/show-doa/TURHUjAwMDE1NQ==>

#### **Disclaimer**

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*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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