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
Mozambique

Host Institute
United Nations Population Fund

Volunteer Category
National Specialist

Number of Volunteer
1

Duration
12 months

Expected Starting Date
Immediate

Duty Station
Maputo [MOZ]

Assignment Place
Family Duty Station

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. National UN Volunteers are part of the mal-icious insurance plan.

Assignment Details

Assignment Title
Programme Officer, Disability and Inclusion

Organizational Context & Project Description
Mozambique is part of the United Nations “Delivering as One” initiative, as such, UNFPA Country Programme for Mozambique, is
prepared and aligned to the UNDAF. UNFPA will contribute based on its experience, in addressing issues of sexual and reproductive health, gender equality, youth and demographics. UNFPA’s programmes work to ensure that women, adolescents, young people and marginalized groups, including persons with disabilities, are empowered to make decisions regarding their sexual and reproductive health and rights and able to live free of discrimination and violence.

Sustainable Development Goals

Disability has been included in various targets and as a cross-cutting issue in the 2030 Agenda for Sustainable Development. In particular, the post will focus on supporting successful implementation of the following SDGs: Health and Well-being including Sexual and Reproductive Health and Rights (SDG 3); Education (SDG 4), and; Gender Equality and Empowerment of Women and Girls with disabilities (SDG 5).

Task description

Within the delegated authority and under the supervision of the Programme Analyst for Youth and Adolescents, the Programme Officer for Disability and Inclusion will support the Country Office’s Disability and Inclusion portfolio. This include assignments and responsibilities such as:

- Support the implementation of UNFPA’s disability programme ‘WeDecide – Young Persons with Disabilities: Equal Rights and a Life Free of Violence’ including systematic follow-up, monitoring and contact with Implementing Partners.
- Stay abreast of new data, developments, studies/research and innovations related to Disability and Inclusion – particularly in the area of ASRH, SRHR, S/GBV and youth development – and feed into technical discussions, project and proposals developments.
- Support the production of knowledge management products and visibility items in the area of Disability and Inclusion, such as leaflets, factsheets and brochures.
- 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 a UNFPA Mozambique team member, the Programme Officer for Disability and Inclusion is expected to provide efficient, timely, responsive, client-friendly and high-quality support to UNFPA Mozambique and its beneficiaries in the accomplishment of her/his functions, including:

- To support the implementation of the annual work plan for Disability and Inclusion.
- To hold and support regular meetings and follow-up with implementation partners and keep track of deadlines.
- Effective stakeholder coordination.
- Effective support of monitoring and implementation processes.
- Timely submission of quality reports as needed.
- 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.

- The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising)
Qualifications/Requirements

**Required Degree Level**
Bachelor degree or equivalent

**Education - Additional Comments**
University degree (Bachelor's level) in social sciences, human rights, gender, law or related fields. Specialized knowledge in the area of Disability and Inclusion will be considered an advantage.

**Required experience**
24 months

**Experience Remark**
- At least 2 years of experience in development or implementation of projects.
- Experience in relation with Disability and Inclusion, gender issues, sexual and reproductive health and/or Human Rights is an advantage.
- Motivated to contribute towards peace and development and to serve others;
- Good interpersonal, networking and communication skills;
- Willingness to contribute and work as part of a team; Initiative, sound judgment and demonstrated ability to work harmoniously with staff members from different national and cultural backgrounds.
- Flexible and open to learning and new experiences.
- Respect for diversity and adaptability to other cultures, environments and living conditions.
- Previous experience as a volunteer and/or experience of another culture, (i.e. studies, volunteer work, internship) would be highly regarded.

We encourage qualified candidates with a disability or albinism to apply

**Language**
- English (Mandatory), Level - Fluent
- AND - Portuguese (Mandatory), Level - Fluent

**Area of Expertise**
- Other development programme/project experience Mandatory

**Area of Expertise Requirement**
- Ability to write and communicate clearly and concisely.
- Computer skills (i.e. Word, Excel, PowerPoint, social media, and others).
- Fluency in spoken and written English and Portuguese is required.
- Fluency in local languages is an advantage.

**Need Driving Licence**
No

Conditions of Service and other information

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:

- 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 MOZR000741-9744

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: 18 June 2021

doa.apply_url https://vmam.unv.org//candidate/show-doa/TU9aUjAwMDc0MQ==

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.