

Descripción de la asignación de voluntarios NU TLSR000188--Community Engagement Officer

El programa de Voluntarios de las Naciones Unidas (VNU) es la organización de la ONU que contribuye a la paz y al desarrollo en todo el mundo por medio del voluntariado. El voluntariado es una forma poderosa de involucrar a los ciudadanos para hacer frente a los desafíos en materia de desarrollo, y capaz de transformar el ritmo y la naturaleza del mismo. El voluntariado beneficia tanto al conjunto de la sociedad como a los voluntarios, fortaleciendo la confianza, la solidaridad y la reciprocidad entre las personas y creando oportunidades de participación apropiadas. Para impulsar la paz y el desarrollo, el programa VNU promueve el reconocimiento de la contribución de los voluntarios, trabaja con sus asociados para integrar el voluntariado en los programas de desarrollo y moviliza en todo el mundo a un número cada vez mayor y más diverso de voluntarios, incluidos Voluntarios de las Naciones Unidas. El programa VNU entiende el voluntariado como universal e incluyente, y reconoce el voluntariado en toda su diversidad, así como los valores que lo sustentan: libre albedrío, entrega, compromiso y solidaridad. En la mayoría de las culturas, el voluntariado está profundamente arraigado en antiguas tradiciones de cooperación y apoyo fuertemente establecidas entre las comunidades. En este contexto los Voluntarios de las Naciones Unidas participan en varias formas de voluntariado y juegan un papel esencial en el desarrollo y la paz junto a sus colegas, agencias receptoras y comunidades locales. En todas las asignaciones, los Voluntarios de las Naciones Unidas promueven el voluntariado por medio de su acción y conducta. La participación en actividades voluntarias puede enriquecer efectiva y positivamente su entendimiento de la realidad local y social, así como también crear un puente entre los voluntarios y la gente de la comunidad receptora. Esto hará que su tiempo como Voluntario de la ONU sea aún más satisfactorio y productivo.

Información general

País de la asignación	Timor Leste
Agencia / Entidad Anfitriona	United Nations Development Programme
Categoría de Voluntariado	National Specialist
Número de Voluntario	1
Duración	hasta 31-12-2021
Posibilidad de extensión	Sí
Fecha de Inicio Esperada	Inmediatamente
Lugar de Destino	Dili [TLS]
Lugar de Asignación	Lugar de Destino Apto para Familias

Observación sobre el lugar de asignación

UNDP funds this assignment, hence, the duration may be extended depends on funding availability.

Condiciones de vida

This UNV Community Engagement Officer position will be based in Pante Macassar, Oe-cusse, Timor-Leste. The UNV will actively engage with the farming community in Oe-silo, at the border between Timor-Leste and Indonesia, as such he/she will be required to make frequent visits to the project location in Oe-silo.

Oé-cusse is a district of East Timor. It is a coastal exclave in the western part of the island of Timor, separated from the rest of East Timor by West Timor, which is part of the province of Nusa Tenggara Timur, Indonesia and which surrounds Oé-cusse in all directions except the north, where it borders the Savu Sea. The capital of the district is Pante Macassar, also called Oé-cusse Town.

Climate: The climate along the coast is relatively warm hot year-round with an annual average temperature of 30°C. There are two distinct seasons: the north-east monsoon season, which runs from November to March, constitutes the rainy season throughout the country. The southeast monsoon season, which runs from March to October, constitutes the dry season with some rain on the southern coast but otherwise dry and windy conditions in the rest of the country. The climate inland with its high mountains can be very cold with an annual average temperature of 15°C.

Health: the public hospital provides services to community. In case of emergency evacuation to be taken in place through plane to capital Dili. Stamford clinic serves as a recommended medical facility for UN staff. There is a national hospital with some international staff and a limited number of other private clinics in Dili. For more complex medical treatment and assessment, it is necessary to evacuate to neighbouring countries such as Australia or Malaysia.

Diet, Food and Water: Most staple foods can be found in the markets such as rice, meat, vegetables, cooking oil, salt and sugar. There are many local markets around Oé-cusse supermarkets that are stocked with imported goods, mainly from Australia, Indonesia, Singapore and China. Oé-cusse has a fair number of restaurants. The price range for a meal can range from \$1 to \$14+.

Permanent Accommodation: Expect that your accommodation will range from the very basic to adequate, although many private houses in Oé-cusse have been renovated to a reasonable. The rate of reconstruction and renovation in the districts has been much slower than in Dili. \ Accommodation is far more likely to be of a very basic level. Cost range from \$250 to \$600 per month.

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

Please note that the approximate monthly Volunteer Living Allowance for a National Specialist UN Volunteer will be **USD 564.58** as of September 2021 (For further details please refer to the Conditions of Service and <https://vmam.unv.org/calculator/entitlements>).

Detalles de la Asignación

Título de asignación

Community Engagement Officer

SP Contexto Organizativo & descripción del proyecto.

The “Partnership Initiative for Institutional Development of Indonesia’s South-South and Triangular Cooperation” (SSTC) project is a project implemented by UNDP Indonesia with support from the Royal Norwegian Embassy, under coordination from the Indonesia’s Ministry of Foreign Affairs.

The project focuses on the achievement of three main outputs: 1) enhanced Institutional capacity in coordinating and managing Indonesia’s south-south and triangular cooperation; 2) south-south triangular initiative implemented: peacebuilding through cross-border local economic development between Indonesia and Timor-Leste; and 3) enhanced Indonesia’s role at global SSTC Forum.

The initiatives under the second output seek to support both the Indonesian and Timor-Leste governments in developing SSTC framework that would involve the local border communities through development of their economies and promotion of economic exchanges between the communities. In coordination with UNDP Timor-Leste, UNDP Indonesia facilitates consultation process between the government of the two countries to discuss and agree on program area of cooperation. This bilateral dialogue from national to sub-national level is important to identify the need and potential of border communities in both countries.

It is expected that through this “Cross-Border Local Economic Development” initiative, a higher level of economic activities and interdependence will improve the quality of life of the border communities of Napan (Indonesia) and Oe-silo (Timor-Leste), which include women, children, and youth, and will contribute to maintaining peace between the two communities.

The partner agencies of the project are: a) Indonesia’s Ministry of Foreign Affairs, the Special Administrative Region and Special Zone for Social-Market Economy in Oe-cusse Region in the Democratic Republic of Timor-Leste (RAEOA-ZEESM TL), Government of Timor-Leste, the Royal Norwegian Embassy to Indonesia and to Timor-Leste as the principal donor, and other related stakeholders at national level and at sub-national level; b) the project consists of 1 Project Manager with 3 project staff that are stationed in UNDP Country Office in Jakarta, and 2 provincial staff stationed in NTT Province, Indonesia and 1 National UNV in Oe-cusse, Timor-Leste. In

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in addition, there are currently/ or will be numerous contractual staff doing consultancy work under each of the project's 3 outputs. The main role of the project is to assist to and provide technical assistance to the Indonesia's Ministry of Foreign Affairs (MoFA) for strengthening the SSTC governance and management.

Sustainable Development Goals

17. Partnerships For the Goals

Descripción de la tarea

Within the delegated authority and under the supervision of PIID-ISSTC National Project Manager and UNDP Timor-Leste's Programme Manager in Oe-cusse or his/her designated mandated representative(s), the UNV Community Engagement Officer will:

- Engage and mobilize members of target communities for activities related to agricultural capacity building in the target border communities;
- In consultation with the National Project Manager, provide operational support (including logistics, administration and financial) related to the capacity building and other relevant activities to ensure successful project output delivery
- Assist in organizing and running the planned meetings and workshops with partners and stakeholders, including the meetings of border authorities, in line with the agreed vision and methodology, assuring and strengthening the sustainability of the project;
- Ensure that all planned field activities are communicated with UNDP Oe-cusse office and RAEOA ZEESM authority; and they are well coordinated with the activities under the Support for the Institutional and Sustainable Development of Oé-Cusse Special Administrative Region and the Special Zone of Social Market Economy Project
- Participate in and report on the monitoring of progress of capacity building activities in the project area;
- In consultation with the RAEOA-ZEESM TL, Sucos, communities, local producers and other stakeholders promote cross-border economic collaboration;
- Facilitate the discussions and assist in the preparation of the materials and methodology to be used in the capacity building activities in the target border communities;
- Attend meetings, prepare notes and undertake follow-up actions related to the project implementation and monitoring;
- Organize and conduct translation and interpretation of verbal discussions/trainings, as well as written documents as required;
- In consultation with the Indonesian Embassy Extension Office in Oe-cusse and in coordination with the Government Liaison Officer of the Project, assist the set up and the organizing of the border authorities' forum/platform;
- Assist in the analysis and prepare monthly progress report of project implementation and help to evaluate against established project recommendations and plans of action;
- Other tasks related to the project implementation of activities and methodology..

Además de lo anterior, a los Voluntarios de la ONU se les insta a: • Fortalecer su conocimiento y entendimiento sobre el concepto de voluntariado por medio de la lectura de publicaciones pertinentes tanto del programa VNU como externas, así como desempeñar un papel activo en las actividades del programa VNU, como por ejemplo en los eventos de conmemoración del Día Internacional del Voluntariado (DIV); • Conocer y desarrollar las formas tradicionales y/o locales de voluntariado en el país anfitrión; • Reflexionar sobre el tipo y la calidad de la acción voluntaria que se lleva a cabo, incluida su participación en actividades realizadas periódicamente; • Contribuir con artículos/críticas (opiniones) de las experiencias en el terreno y enviarlas a la sede para su publicación en el sitio web, publicaciones, panfletos/boletines, notas de prensa, etc. del programa VNU; • Ayudar con el Programa de Mentores para los nuevos Voluntarios de la ONU; • Asesorar a grupos locales en el uso del servicio Voluntariado en Línea del programa VNU o promover el uso del servicio con individuos y organizaciones locales pertinentes cuando sea técnicamente posible;

Resultados / Resultados esperados

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

- Regular provision and distribution of project's achievement updates and other relevant info to project's partners/ beneficiaries/ stakeholders
- Knowledge management for the project is organized and shared
- 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

Cualificaciones/Requisitos

Nivel de Grado Requerido Bachelor degree or equivalent

Educación - Comentarios Adicionales

Bachelor's degree in Agriculture, Economic science, Development Studies, and other relevant field

Experiencia Necesaria 24 meses

Comentarios sobre la experiencia

- At least 2 years of professional work experience as field or community facilitator in a development project (i.e. Agriculture, Community Livelihood, or Local Economic Development)
- Sound knowledge and experience of community facilitation and agriculture
- 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;
- *Desirable*: valid national driver's license and proven ability to drive motorcycle;
- Sound security awareness;
- Have affinity with or interest in community development, volunteerism as a mechanism for durable development, and the UN System

Lingüísticas

- English (Mandatory) , Nivel - Working Knowledge
- AND - Indonesian, Tetum (Optional) , Nivel - Working Knowledge

Área de Experiencia

- Other agriculture related experience Obligatorio
- Community participation and development Opcional
- Development programme/project administration Obligatorio

Requisito de area de experiencia

- * Community Engagement and Development
- * Community facilitation and Agriculture
- * Capacity building
- * Able to communicate clearly in Dawan (West Timor local language)

Necesita Licencia de Conducir Sí

Competencies y Valores

- Adaptability and Flexibility
- Commitment to Continuous Learning
- Communication
- Creativity
- Integrity
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Working in Teams

Condiciones del servicio y otra información

Condiciones de servicio

[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.

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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).

Código de aplicación

TLSR000188-10612

Procedimiento para la aplicación

doa.apply_url

<https://vmam.unv.org/candidate/show-doa/VExTUjAwMDE4OA==>

Advertencia

El programa de Voluntarios de las Naciones Unidas es un programa basado en la igualdad de oportunidades, que recibe gratamente aplicaciones por parte de profesionales cualificadas/os. Estamos comprometidos a lograr la diversidad en términos de género, nacionalidad y cultura.

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