

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

WSMR000033--Youth and Communications 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	Samoa
Host Institute	United Nations Environment Programme
Volunteer Category	International Specialist
Number of Volunteer	1
Duration	12 months
Expected Starting Date	Immediate
Duty Station	Apia [WSM]
Assignment Place	Family Duty Station
Assignment Place Remark	

Living Conditions

The Independent State of Samoa is an island nation in the South Pacific comprising of two main islands (Upolu and Savaii) and four smaller islands. The capital of Samoa is Apia situated in Upolu. Samoa is situated east of Australia and Fiji and north of New Zealand. The population of Samoa was estimated at 192,342 as per the 2016 census. . The majority of people (92%) are of Samoan ethnicity. The population is also made up of Euronians (7%), Europeans (0.4%), and Asians (0.1%). English and Samoan are the two most spoken languages The unit currency is Tala.

Assignment Details

Assignment Title	Youth and Communications Officer
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W. www.unv.org

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Organizational Context & Project Description

The United Nations Environment Programme (UNEP) is the leading global environmental authority that sets the global environmental agenda, promotes the coherent implementation of the environmental dimension of sustainable development within the United Nations system, and serves as an authoritative advocate for the global environment.

The Youth and Education Unit oversees the education outreach and a series of youth projects for UN Environment at its headquarters in Nairobi. UN Environment is seeking to scale up the outreach and engagement work in this space, with new partners brought on board in video gaming, youth movements such as Scouts and Girl Guides as well as a deepening of the engagement with Universities. A broader vision of creating “young environment leaders” will be at the heart of the programme.

This UNV is part of the Tide Turners Plastic Challenge programme. Through the “Tide Turn-ers Plastic Challenge Badge” UNEP, together with youth organizations is working educate young people on the topic of marine plastic pollution and how they can help address it in their communities. Since February 2019, the programme has already been rolled out in twenty-eight countries and engaged over 252,000 young people.

The person will also contribute to the work of UNEP in the Pacific through the UNEP Pacific Office. This will include implementation of the UNEP MTS, UN Pacific Strategy, and supporting advocacy and communications of agreed priorities and activities.

The Implementing Sustainable Low and Non-Chemical Development in Small Island Developing States (ISLANDS) programme is a five-year initiative backed by the Global Environment Facility and partners, implemented with the support of UN Environment Programme, the United Nations Development Program, the Food and Agriculture Organization of the United Nations and the Inter-American Development Bank. As part of its aim to tackle chemical and waste management in Small Island Developing States globally, the programme will be implementing and supporting a number of awareness-raising activities. As such, ISLANDS partnered with the Tide Turners Plastic Challenge to grow its reach in the Caribbean and extend the challenge to the Pacific island region.

Sustainable Development Goals

4. Quality Education

Task description

Under the overall guidance of the Unit Chief and the supervision of theJPO;

- Project Design: With the YEA team in Nairobi, to oversee the Tide Turners Plastic Challenge Programme in the Pacific Region with the aim of securing 150,000 youth to participate in the programme in 10 countries in the region in accordance with the ISLANDS project in close coordination with SPREP and UNEP Pacific Office.
- Partner mapping: Identify relevant implementing partners and youth and advocacy networks in 10 countries in the region that have strong youth networks in the target countries that can support the rollout of the programme in the region;
- Project management: Support the implementing partners in the region to deliver on the objectives of the programme and to report back per the requirements of the funding agreements so that key KPIs are met;
- Advocacy and communications: Support the UNEP Pacific Office in digital communications and in advocacy and ensure that the delivery of the Tide Turner programme is amplified through advocacy and communications plan across the region;
- Donor reporting and evaluation: Oversee reporting and monitoring of partners' performance.
- Support: When required, to support the Samoa office in its daily tasks.

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

Results/Expected Outputs

1. Contribution to the GEF ISLANDS project through the Tide Turners Plastic Challenge programme.
2. Target countries and implementing partners have been selected in accordance with the ISLANDS project and in close coordination with SPREP.

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3. Programme implementation plans have been co-created with the partners in accordance with the ISLANDS project and in close coordination with SPREP and UNEP Pacific Office.
4. Collaboration agreements with the partners have been created
5. Ensuring timely reporting from partners.

- 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

Environmental Affairs, Communications

Required experience 36 months

Experience Remark

3 years of working with multi-stakeholder project coordination or youth organisations, communications, advocacy, and social media.

Language

- English (Mandatory) , Level - Fluent
- And One of these - French (Optional) , Level - Working Knowledge

Area of Expertise

- Other communications related experience Mandatory

Area of Expertise Requirement

Youth organisations, Communications, Advocacy, and Social Media.

Need Driving Licence No

Competencies & Values

- Accountability
- Adaptability and Flexibility
- Building Trust
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Empowering Others
- Ethics and Values
- Integrity
- Judgement and Decision-making
- Knowledge Sharing

- Planning and Organizing
- Professionalism
- Respect for Diversity
- Self-Management
- 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).

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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 WSMR000033-10571

Application procedure

*** Not yet registered in the UNV Talent Pool?**

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?**

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: 27 September 2021

doa.apply_url <https://vmam.unv.org/candidate/show-doa/V1NNUjAwMDAzMw==>

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.