

## UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

### AFGR001552--Medical Doctor

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>	Afghanistan
<b>Host Institute</b>	UN Mission in Afghanistan
<b>Volunteer Category</b>	International Specialist
<b>Number of Volunteer</b>	4
<b>Duration</b>	until 30-04-2021
<b>Possibility of Extension</b>	Yes
<b>Expected Starting Date</b>	01-11-2020
<b>Duty Station</b>	Kabul [AFG]
<b>Assignment Place</b>	Non-Family Duty station

### Assignment Place Remark

This assignment is to support Joint Medical Services Team (JMS) managed by UNAMA Chief Medical Officer on the behalf of UN Country Team in Afghanistan in the context of COVID-19 response. It is a short-term assignment initially until 30 April 2021 with a possibility of extension for an additional 1 month.

### Living Conditions

Afghanistan is a hardship duty station with a volatile security. Living and working conditions for UN volunteers in UNAMA are similar to the living conditions of all other internationally recruited staff members. UN volunteers are provided with safe accommodation in an extensive compound in Kabul with good infrastructure and amenities. The mission has three compounds in Kabul: Compound Alpha, and UNOCA (UN Operational Complex in Afghanistan) the largest one.

UNAMA has three different locations in Kabul, most of the substantive offices, including the SRSG's are located at the so-called alpha Compound and Palace #7, which is close to the city center, while most of the administrative and technical support offices are located at the UNOCA

compound on Jalalabad Road, at some distance from central Kabul.

Generally speaking stringent security measures are in place throughout the country and UN volunteers as other UN staff, are quite limited to duty stations when it comes to movement. Walking is virtually not allowed. The movement is done inside the “green zone” (only) in armored vehicles driven by national qualified UN drivers.

The single unit accommodation in UNOCA and other field locations are fully furnished; this includes, furniture, washing machine dryer, hot plate, iron and iron stand, microwave, plates, cups, spoons, cooking utensils, electric kettle. One bedsheet and pillow cover is provided. The monthly charge for UN provided accommodation is USD 300 which is deducted from the monthly Volunteer Living Allowance.

Inside the UNOCA compound are two cafeterias, a restaurant, a Supermarket and 3 small shops which provide a variety of imported canned and frozen food on offer. There is a Fresh vegetable market daily. There is also a social center, a gym hall and a small library with books and DVDs, run by the welfare Office, within the same compound. UNOCA has a new minimarket where basic goods can be bought also. There are also a number of UN cleared supermarkets in Kabul, in Jalalabad, and in Mazar-I-Sharif. The Volunteers are encouraged to bring their own towel and other personal accessories including toiletries and medicines which they may not find easily within the super markets inside the UNOCA Compound.

Some degree of medical service is provided in all UNAMA duty stations. There is a UN clinic in UNAMA/UNOCA complex and access is granted in Kabul to other private international clinics (when and if needed).

Contact with and outreach to the local community is usually limited. As mentioned, many places are off-limits and the choice of recreational facilities are very poor. For all these reasons, bring a stock of books, DVDs/VCDs, computer games, etc., is highly recommended.

Summer in Afghanistan is hot and dry but winter is the opposite – cold and wet. Therefore, both summer and winter clothing and comfortable boots with insulation are necessary.

Afghanistan is a unique country and UNAMA is a unique UN mission. It requires more stamina, commitment, and flexibility than elsewhere to make life comfortable. Therefore, flexibility and the ability and willingness to live and work in hazardous and harsh conditions involving physical hardship and little comfort is essential.

## Assignment Details

### Assignment Title

Medical Doctor

### Organizational Context & Project Description

The United Nations Assistance Mission in Afghanistan (UNAMA) was established by the Security Council Resolution 1876 of 26 June 2002. The Security Council on 17 March 2017 UNAMA’s mandate until 17 March 2018. The UN medical services provide timely and reliable, customer oriented, cost-efficient and prompt medical care to all UN Staff members.

The recent UNAMA strategic review indicates a continued commitment to a UN field presence, which is to be the cornerstone of engagement in supporting Afghans across the country. To fulfil this commitment, the UN requires the right resources and support mechanisms, which include medical emergency response. As a result, from January 2018, UNAMA will have the need to recruit 8 UNV Medical Officers to provide medical coverage in Field Offices throughout the country. This project is also aimed at replacing the Medical Emergency Response Team (MERT) of paramedics who were contracted to provide emergency trauma care to the UNCT and INGOs over the past two years and whose contract has come to an end.

### Sustainable Development Goals

16. Peace, Justice and Strong Institutions

### Task description

UNAMA Medical is the primary health care provider for all UNAMA staff. The Section aims to protect and promote staff health, to sustain and improve their working capacity, to contribute to a safe and healthy working environment, and to promote the adaptation of work to the capabilities of staff, taking account of their health status. With this in mind and given the current heightened security situation in the mission environment, we are seeking medical officers with specialty in emergency medicine and or with skill sets acquired from qualification or extensive experience in the coordination of medical emergencies in the field. Under the direct supervision of Chief Medical Officer, the UN Volunteer will undertake the following tasks:

Clinical Duties/ Emergency care:

T. +49 (0) 228-815 2000

A. PO Box 260111, 53113 Bonn, Germany

F. +49 (0) 228-815 2001

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The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).

- Respond to medical and trauma emergencies 24/7;
- Stabilize and refer/evacuate emergency medical and trauma cases;
- Development of emergency capacity of medical facilities in the UN;
- Assist in refresher training for Emergency trauma bag first responder course, individual first aid kit (IFAK) course and emergency first aid training;
- Provision of medical incident command system training;
- Revision and rehearsal of mass casualty plan in UN compounds;
- Participate and coordinate in-extremis exercises in UN compounds;
- Medical escort in aeromedical evacuations within Afghanistan;
- Prepare and update all emergency equipment;
- Identify and liaise with local health facilities that could be of help in mass casualty incidents;
- Provide in-extremis support to UNAFPs.

Routine care:

- Undertake day-to-day clinical duties, for example, the walk-in-clinic;
- Undertake day-to-day occupational health duties: Pre-placement, periodic and exit medical examinations, immunizations, maintain
- Current listing of staff members with chronic health conditions;
- Prepare UN staff for travelling and rapid deployment by: Providing immunizations, malaria prophylaxis, travel kits, personal health maintenance briefing and etc.;
- Refer and follow up of staff members in need of specialist consultations;
- Verify all medical reports and advise staff members;
- Provide health education to all mission staff members across the board;
- Participate in addressing work environment and occupational health issues;
- Carry out hygiene inspections of the common places e.g. Cafeterias, GYM and ablution units; offices, UNOE Residences and etc.;
- Carry our health promotion and prevention activities.

General:

- Perform other related duties to the above assignment as requested by the CMO.
- Support day-to-day operations through liaising with the various components in the mission and the local health care providers
- Participate in meetings arranged on health-related issues as and when assigned by the CMO.
- This position is to provide support to the UN and its partners.

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

- The provision of first aid and mass casualty incident training for UN, partners and donors as well as hospital and clinic assessments are provided;
- Mass casualty plans in UN compounds are in place
- All emergency equipment is up to date and ready to be used as the need arises
- Health education to all mission staff members across the board is provided
- Hygiene inspections of the common places e.g. Cafeterias, GYM and ablution units; offices, UNOE Residences etc. are carried out on a regular bases ensuring that all compounds provide a safe working environment and meet the UN's Occupation and Health Standards
- 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

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**Required Degree Level** Bachelor degree or equivalent

## Education - Additional Comments

Minimum requirement is a general practitioner Medical Officer with a degree in Medicine.

**Required experience** 60 months

## Experience Remark

A minimum of five years of progressively responsible clinical experience in medical care including emergency and trauma care

## Language

- English (Mandatory) , Level - Fluent

## Area of Expertise

- General human medicine (with clinical experience) Mandatory

## Area of Expertise Requirement

Residency/internship/extensive experience in Emergency Medicine, Trauma care, ICU, Surgery, Anaesthesiology or Internal medicine will be an added advantage .There is a need for recruiting General Practitioners who have continuous medical education and experience (not just formal education). Knowledge in the following continuous medical education and certification is highly desirable as this experience will ensure that training can be given to staff members as well as experience in stabilization and referral of medical and trauma emergencies.

- Advanced Trauma life Support (ATLS);
- Basic Cardiac Life support (BCLS);
- Advanced Cardiac Life Support (ACLS);
- Prehospital Trauma Life Support (PHTLS);
- Knowledge in clinical and occupational, tropical/travel medicine and emergency responses;
- Aeromedical evacuations;
- Ability to provide first aid training to staff members

**Need Driving Licence** Yes

## Competencies & Values

- Accountability
- Communication
- Integrity
- Planning and Organizing
- 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 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\$ 1,651. 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

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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 Entities)**

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**

AFGR001552-8082

### 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.

This is an announcement for a national UNV assignment. Therefore, only citizens of Haiti and legal residents of (program country or territory) with refugee or stateless status can apply for this advertisement.

**Application deadline:** 2-12-2020

**doa.apply\_url**

<https://vmam.unv.org/candidate/show-doa/QUZHUjAwMTU1Mg==>

### 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.*