UN VOLUNTEER DESCRIPTION OF ASSIGNMENT
BFAR000153--Monitoring & Evaluation 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

<table>
<thead>
<tr>
<th>Country of Assignment</th>
<th>Burkina Faso</th>
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<tbody>
<tr>
<td>Host Institute</td>
<td>World Food Programme</td>
</tr>
<tr>
<td>Volunteer Category</td>
<td>International Specialist</td>
</tr>
<tr>
<td>Number of Volunteer</td>
<td>1</td>
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<tr>
<td>Duration</td>
<td>3 months</td>
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<tr>
<td>Possibility of Extension</td>
<td>Yes</td>
</tr>
<tr>
<td>Expected Starting Date</td>
<td>Immediate</td>
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<tr>
<td>Duty Station</td>
<td>Ouagadougou [BFA]</td>
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<tr>
<td>Assignment Place</td>
<td>Family Duty Station</td>
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Assignment Place Remark

Although Ouagadougou is a "family duty station", this assignment is classified as "non-family" (dependants cannot accompany the volunteer to the duty station) due to the short duration of the contract.

Living Conditions

Burkina Faso is a landlocked Sahelian country located in the center of West Africa. In Ouagadougou, services such as water, electricity, telephone, and internet generally work well, and the city has a good school infrastructure for both French and non-French speaking children. Burkina Faso is politically stable but has recently seen an increasing number of security incidents. However, according to the United Nations security standards, life and travel in Ouagadougou and in most provinces are secure.
**Assignment Title**

Monitoring & Evaluation Officer

**Organizational Context & Project Description**

Burkina Faso is one of the RBD L3 Emergency countries which is experiencing an unprecedented humanitarian crisis fueled by a rise in insecurity. Currently, 1.6 million people are in food insecurity with an expected increase up to 2.15 million people in need of food assistance in the upcoming lean season (June- August 2020) – 688,000 people were in food insecurity during the 2019 lean season marking over 200% increase in the number of people in need of food assistance.

**Sustainable Development Goals**

8. Decent work and Economy Growth

**Task description**

Within the delegated authority and under the supervision of the Head of Monitoring and Evaluation Section, the UN Volunteer Monitoring and Evaluation Officer will:

- Support the Coordination, planning and implementation of monitoring and evaluation activities on effectiveness of all food assistance interventions (e.g. beneficiary needs and status, food security status, programme modalities, implementation challenges, etc.);
- Review and give technical feedback on monitoring and evaluation plans for new programmes and budget revisions to ensure that plans are risk-based and focus on measuring results (e.g. checking monitoring and evaluation budgets are allocated and appropriate log-frame indicators and outcome targets are documented);
- Contribute to the analysis of outcome data and recommend improvements to programme interventions and to enhance WFPs ability to demonstrate outcome focused results;
- Support the production and publication of frequent monitoring and evaluation progress reports with status of results and implementation of improvements;
- Follow-up on monitoring and evaluation findings to ensure that corrective actions are taken and/or adjustments are made to programme responses as required;
- Work in close collaboration with internal counterparts and external partners to strengthen the quality and consistency of monitoring and evaluation activities in the field;
- Perform any other related tasks as required 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 an active WFP team member, efficient, timely, responsive, client-friendly and high-quality support is rendered to WFP and its beneficiaries in the accomplishment of her/his functions, including:

- High quality and timely inputs to monitoring, programming are ensured;
- WFP programme results and intended outputs are achieved in a cost effective and timely manner;
- Effective monitoring tools are designed and implemented for WFP programmes.
- Collection and data analysis to monitor project progress is done in timely and effective manner.

• 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 University degree in Sociology, Social Development, Development Economics or Performance Management or other relevant field.

**Required experience**
24 months

**Experience Remark**
Between one and two years of relevant experience in monitoring and evaluation, including hands-on experience in design, monitoring and evaluation of development projects and establishing relationships among partners.

Experience with WFP in Monitoring and Evaluation activities would be an asset.

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

**Area of Expertise**
- Monitoring and evaluation Mandatory

**Area of Expertise Requirement**
Monitoring and evaluation.

**Need Driving Licence**
No

**Competencies & Values**
- Accountability
- Adaptability and Flexibility
- Building Trust
- Client Orientation
- Commitment and Motivation
- Communication
- Empowering Others
- Ethics and Values
- Integrity
- Leadership
- Planning and Organizing
- Vision
- Working in Teams

Conditions of Service and other information

The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).
Conditions of Service for International Specialist:


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 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

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.

Application Code BFAR000153-7445

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 for to which you would like to apply.
Application deadline: 27 juillet 2020

doa.apply_url

https://vmam.unv.org//candidate/show-doa/QkZBUjAwMDE1Mw==

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.