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

<table>
<thead>
<tr>
<th>País de la asignación</th>
<th>China</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agencia / Entidad Anfitriona</td>
<td>United Nations Development Programme</td>
</tr>
<tr>
<td>Categoría de Voluntariado</td>
<td>National Specialist</td>
</tr>
<tr>
<td>Número de Voluntario</td>
<td>1</td>
</tr>
<tr>
<td>Duración</td>
<td>12 meses</td>
</tr>
<tr>
<td>Posibilidad de extensión</td>
<td>Sí</td>
</tr>
<tr>
<td>Fecha de Inicio Esperada</td>
<td>01-10-2020</td>
</tr>
<tr>
<td>Lugar de Destino</td>
<td>Beijing [CHN], Chengdu (with travel to UNDP China office in Beijing and other places for project-related activities)</td>
</tr>
<tr>
<td>Lugar de Asignación</td>
<td>Lugar de Destino Apto para Familias</td>
</tr>
</tbody>
</table>

Observación sobre el lugar de asignación

N/A

Condiciones de vida

The duty station of the national UNV is in Chengdu. The National UNV receives a standard volunteer living allowance (VLA), which is intended to cover their accommodation and basic living expenses. In China, the VLA is 8,167.00 RMB per month. The National UNV is

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entitled to an excellent health, life and disability insurance package. A modest Settling-in Grant and end of assignment allowances will also be provided along with travel to and from the duty station. National UNVs are entitled to 2.5 days personal leave per month and government official holidays.

Detalles de la Asignación

Título de asignación  Programme Assistant

SP Contexto Organizativo & descripción del proyecto.

Background and Brief Project Description:

Globally, the unprecedented speed of science and technological change and its depth and breadth are having major impacts on billions of people’s lives in both developed and developing countries. Green technologies such as clean power supply and next generation battery storage, are helping to improve the efficiency of energy use and reducing greenhouse gas emissions. In such a context, policy makers have become increasingly aware of the role of innovation in sustainable development and have been actively seeking pathways to facilitate innovation-driven development. In many developed countries, governments have established mature national innovation systems and respective policies with the focus on supporting basic research, promoting diffusion of scientific and technological outcomes, and encouraging bottom-up innovations to take better advantage of emerging technologies.

Chengdu is an important city in Southwest China connecting the Belt and Road Initiative with the Yangtze River Economic Belt. Designated as a comprehensive innovation reform pilot zone, a national independent innovation demonstration zone, and an inland pilot free trade zone, Chengdu is on its way to become an economic, scientific, technological, financial, cultural exchange and innovative centre in western China, as well as a transport and communications hub.

In 2019, UNDP developed an SDGs Innovation Pilot Project with Chengdu Hi-Tech Industrial Development Zone to leverage UNDPs regional and global initiatives and capacities to help the Chengdu Hi-tech Zone build up a sustainable investment ecosystem based on its own strengths, e.g., establishing an incubator emphasizing the promotion of sustainable development, involving experts worldwide to provide technical advisory, experience sharing, or strategic partnership building.

The purpose of the project is to strengthen the capability of Chengdu Hi-tech Zone to unleash its future development momentum based on innovation and sustainability, to promote the transformation of its development path from productivity-driven to innovation-driven, and to actively explore international cooperation of high-tech zones with Chengdu Hi-tech Zone as the pilot. By convening the private sector, academia, investment community, innovation community and public administration into the interactive process of mutual learning and knowledge sharing, forces can be gathered to jointly advocate and promote the international innovation practices of high-tech zones and international cooperation on sustainable investment guided by the principles of sustainable development. The project is also committed to promoting South-South cooperation and exchanges with other countries leveraging UNDP’s global network resources and sustainable development experience to establish an international cooperation platform of global high-tech zones with Chengdu Hi-tech Zone as its pilot.

Specifically, the project strategy consists of three seminal components:

1. Leverage China’s capabilities on innovation particularly that of Chengdu Hi-tech Zone, and UNDP’s global network and experience in innovation-based development; to facilitate South-South exchange between China and other developing countries and beyond focused on innovation for development.

2. Establish a National Innovation Platform in Chengdu Hi-tech Zone, which amongst its many roles, will serve as a co-creation space for governments, civil society, UN, academia and the private sector to seek solutions to major development challenges; build up capacity of government and development practitioners in designing and implementing integrated innovation strategies; and promote exchange and research on Science, Technology, and Innovation (STI) topics.

3. Build up the China-Europe and China-ASEAN Platforms for Cooperation on sustainable investment, establish an incubator with the priority of promoting sustainable development by High-tech enterprises, and involve experts around the globe in providing technical support and experience-sharing.

Under the strategic guidance of MOST and MOFCOM, the project will contribute to national priorities in accelerating the building of an innovative country, deepening science and technology reforms, and contribute to the achievement of the innovation goals by 2020.
Organizational Context:
The United Nations Development Programme (UNDP) is the United Nations' global development network, advocating for change and connecting countries to knowledge, experience and resources to help people build a better life. It is on the ground in 177 countries, working on solutions to global and national development challenges. UNDP China assists China in developing its own solutions to the country’s development challenges and works to achieve the Sustainable Development Goals by reducing poverty, and by promoting environmental sustainability and South-South Cooperation.

UNDP Communications, Innovation and Partnership Team promotes greater understanding and visibility of UNDP’s work by utilizing various communications tools. Fully engaging with the media, social media and leveraging on a strong network of Public-Private Partnerships, the team leads the design, management, and implementation of UNDP’s overall communications strategy, including design and roll out high-impact, multimedia campaigns; programme-oriented communications products; media relations and key events; localization of global content for Chinese audiences; and publications on critical development issues. On the innovation front, the team is facilitating and prototyping innovative solutions and experiment with new ways of working to tackle complex development challenges outside the traditional development cycle.

Founded on March 12, 1983 with the approval of the State Council directly under the Ministry of Commerce, CICETE has witnessed an extraordinary history of nearly three decades, during which it deems its responsibility to promote economic and technical exchanges between China and the rest of the world and make great contributions to China’s economic and social development in partnership with UNDP and other UN agencies.

CICETE’s main function, delegated by the Ministry, is to coordinate the cooperation between China and UNDP, UNIDO and UNV including executing their assisted programs to China, and to implement projects of general goods supply under the China-Aid programme to other developing countries. Meanwhile, CICETE organizes conferences, exhibitions and overseas trainings, invite international short-term and long-term consultants, and provide project management service for international organizations, government agencies and enterprises. In addition, CICETE has also been cooperating actively with international Non-Governmental Organizations (NGOs) and enterprises through our subsidiary bodies-China Association for NGO Cooperation, China Association for Promoting UN Procurement, China Association for Trade in Service, and China-Han Technical Development Co. Ltd.

In all fields of business, CICETE seeks to further its partnerships with local governments, NGOs, universities, private sector entities and citizens interested in international cooperation, and we will work diligently to serve as a bridge between China and the rest of the world.

Sustainable Development Goals

Descripción de la tarea

Under the supervision of Director of Programme Management Office (PMO) and Programme Manager, the National UNV will undertake the following tasks to support project implementation and management:

- Assist the Director of PMO and the programme manager to assist in the implementation of UNDP SDGs Innovation Pilot Project. His/her role includes but not limited to the development as well as management of quarterly and annual work plans; maintain daily communication between UNDP PMO, CICETE, CDHT and key stakeholders;
- Assist in the preparation and coordination of project activities and events including but not limited to online and offline conferences, study tours, trainings, seminars, workshops, summits, etc.;
- Assist in procurement processes and financial management of the project;
- Draft communications materials in relation to the project, including but not limited to project related social media posting, press releases, interview outlines and media briefings, etc.;
- Prepare recurring financial reports as scheduled and special reports as required for budget preparation, audits and other reasons;
- Assist in annual work plan and budget revisions as requested;
- Other ad hoc tasks assigned by CICETE in coordination with UNDP.

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;
Cualificaciones/Requisitos

Nivel de Grado Requerido

Master degree or equivalent

Educación - Comentarios Adicionales

Master's degree or equivalent in Social Sciences, Economics, Business Management, International Development, Political Sciences or related fields is highly favoured. Candidates with undergraduate degrees with extensive relevant experience will also be considered.

Experiencia Necesaria

24 meses

Comentarios sobre la experiencia

- Minimum 2 year's working experience. Previous working experience in a similar position would be desirable;
- Demonstrable ability to maintain effective communications with different stakeholders;
- Demonstrable ability to administer project budgets, and track financial expenditure;
- Excellent computer skills, in particular mastery of all applications of the MS Office package;
- Project financial, technical and/or administrative management experience as well as basic knowledge on innovation projects are assets;
- Fluency in English and Chinese.

Lingüísticas

- English (Mandatory) , Nivel - Fluent
- AND - Chinese (Mandatory) , Nivel - Fluent

Área de Experiencia

- Development programme/project administration Obligatorio
- Development programme management Obligatorio
- Public information and reporting Obligatorio

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• Good analytical and organizational skills for innovation events;
• Good communications and interpersonal skills;
• Demonstrates openness to change and ability to manage complexities;
• Sound judgment, diplomacy and sensitivity in confidential matters;
• Good coordination and organizational skills, teamwork;
• Proactive, organized and self-motivated.
• Excellent written communication skills;
• Excellent inter-personal skills, proven ability to work in a multi-cultural environment.
• Demonstrates commitment to UNDP’s mission, vision and values;
• Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.

Necesita Licencia de Conducir  No

Competencies y Valores

• Adaptability and Flexibility
• Commitment and Motivation
• Communication
• Creativity
• Managing Performance
• Planning and Organizing
• Professionalism
• Respect for Diversity
• Working in Teams

Condiciones del servicio y otra información

Conditions of Service:


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 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 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;

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- 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 CHNR000143-7703

Procedimiento para la aplicación

* Important Note

This assignment is based Chengdu with travel to UNDP China office in Beijing and other places for project-related activities.

* 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 China and legal residents of China with refugee or stateless status can apply for this advertisement.

Application deadline: 20-09-2020

doa.apply_url https://vmam.unv.org//candidate/show-doa/Q0hOUjAwMDE0Mw==

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.