UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

CODR000624--Women, Peace and Security 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>Congo, Democratic Republic</th>
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<tbody>
<tr>
<td>Host Institute</td>
<td>UNWomen</td>
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<tr>
<td>Volunteer Category</td>
<td>International Youth</td>
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<tr>
<td>Number of Volunteer</td>
<td>1</td>
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<tr>
<td>Duration</td>
<td>12 months</td>
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<tr>
<td>Expected Starting Date</td>
<td>01-02-2020</td>
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<tr>
<td>Duty Station</td>
<td>Kinshasa [COD]</td>
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<tr>
<td>Assignment Place</td>
<td>Family Duty Station</td>
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</table>

UN Youth Volunteer Assignments are always without family

Living Conditions

The Democratic Republic of Congo is the second largest country in Africa and as a result is quite diverse. Living conditions vary between duty stations, with all usual amenities present in the capital Kinshasa but only very basic conditions in remote duty stations in the provinces, where for instance, there may be no guarantee of public power supply nor running water. The ability to live and work in difficult and harsh conditions of developing countries is essential.

Accommodation is very expensive in both Kinshasa and Lubumbashi. Supermarkets exist in the large towns (e.g. Kinshasa, Lubumbashi, Goma, Bukavu, Kisangani), but consumer items are generally very expensive (as everything is important) For food, local markets offer a much cheaper alternative.

Kinshasa is classified as a family duty station. In addition to insecurity related to the relatively volatile social situation as well as various conflict situations, certain place are subject to increasing street and residential crime, including in Kinshasa and Goma. All UN volunteers must ensure that they are up-to date with all appropriate vaccination, which should be clearly and properly endorsed in the international certificate of vaccination (carte jaune). Malaria is present virtually throughout DRC and it is therefore recommended to take prophylaxis.
Assignment Details

Assignment Title: Women, Peace and Security officer

Organizational Context & Project Description
UN Women is based on a vision of gender equality enshrined in the UN Charter and works for the elimination of all forms of discrimination against women and girls, the empowerment of women and the empowerment of women. Achieving equality between women and men as partners and beneficiaries of development, human rights, humanitarian action, peace and security.

UN Women leads and coordinates United Nations efforts to ensure that commitments to gender equality and gender mainstreaming translate into action around the world. UN Women thus provides strong and coherent leadership in support of Member States’ priorities and efforts to build effective partnerships with civil society and other stakeholders.

The work of UN Women in the Democratic Republic of Congo focuses on the following 5 priority themes:
- Women’s political participation and women’s leadership;
- Economic empowerment of women;
- Ending violence against women;
- Governance, Peace and Security;
- Gender-sensitive planning and budgeting.

Sustainable Development Goals: 5. Gender Equality

Task description
Under the direct supervision of the Deputy Representative and overall guidance of the Resident Representative, in close collaboration with DRC UN Women Programme officers and regional office units, the UN Youth Volunteer will undertake the following tasks:
- Provide support to the program officer in the fight against gender-based violence;
- Support processes to undertake formative research, and in close collaboration with stakeholders, including the development of communication strategies and tools for evidence-based behaviour change;
- Work with Country Teams to produce and develop short thematic presentations on good practices;
- Provide contributions to progress reports and donor reports for projects to eliminate violence against women;
- Support the capacity building of staff / stakeholders, including women’s groups and networks, in advocacy and implementation of initiatives for aspiring candidates - including on other gender issues at all levels;
- Support for writing proposals to donors;
- Provide an assistance in documenting lessons learned on gender mainstreaming in electoral processes;
- All other duties assigned by senior management;

Monitor the mainstreaming of human rights and women's empowerment in post-conflict reconstruction and especially in governance, sustainable development and capacity building of institutional actors and NGOs.

Provide technical support to the Congolese Government, United Nations Agencies and various other UN partners WOMEN in the context of women, peace and security.

Accompany the National Secretariat 1325 in the communication and documentation of interventions in the framework of the implementation of the 2nd generation national action plan 1325.

Support the Ministry of Gender through the National Secretariat 1325 in the coordination and reporting of interventions on the 1325 in the DRC.

Develop and maintain strategic and sustainable partnerships with various stakeholders in the promotion of gender equality, the fight against sexual and gender-based violence, peace and security.

Préparer les documents de base des projets et des briefings notes dans le cadre des réunions techniques.

Work with Country Teams to produce and develop short thematic presentations on good practices.

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
Required Degree Level
Bachelor degree or equivalent

Education - Additional Comments
Studies in Social Sciences, Anthropology, Political Science, Law or International Relations, Development Planning, Philosophy or a similar field

Required experience
0 months

Experience Remark
- Demonstrated interest and/or experience (up to 2 years) in Gender equality or in Women peace and security
- Previous experience as a volunteer and/or experience of another culture, (i.e. studies, volunteer work, internship) would be highly regarded

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

Area of Expertise
- Other development programme/project experience Mandatory

Area of Expertise Requirement

Learning Expectations
Learning and development are a central part of the UN Youth Volunteer’s assignment and take place before, during and after his or her assignment in the field. Ideally, offering diverse opportunities for learning and development aim to strengthen the volunteer’s skills and competences, improve the quality of the assignment and keep the volunteer’s motivation high.

Learning elements for the UN Youth Volunteer include the development of:
- Professional skills: including specific competencies and reflection on assignment-related abilities; and on-the-job skills such as time management, problem solving, team building; and career preparedness such as interview skills, CV preparation, job searching.
- Inter-personal skills: including communication and listening skills; multi-cultural awareness and cultural competency; and conflict and stress management.
- Volunteering-related skills: including leadership; civic responsibility; and engagement and active participation.
Conditions of Service and other information

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) per month and 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 (choose from the drop down menu the appropriate rate here): US$1,305. The VLA base rate is a global rate, while the PAM is 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 also 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 the final repatriation travel (if applicable). A 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;
Applications for this assignment are invited from all qualified professionals.

- 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**
CODR000624-5695

**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 (assignment) 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 (assignment) to which you would like to apply.

Candidates may apply to a maximum of three (3) special calls (assignments) per advertisement. You may specify your order of preference in the ‘Additional Remarks’ section of your profile.

This assignment is funded by the Government of the Republic of Ireland.

The selected candidate will be invited to an Assignment Preparation Training in Bonn, Germany, from 3 to 6 February 2020.

**Application deadline: 24 November 2019**

**doa.apply_url**
https://vmam.unv.org//candidate/show-doa/Q09EUjAwMDYyNA==

**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.