UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

COGR000067--Population Data Fellow, Civil Registration and Vital Statistics (Congo)

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>Republic of Congo</th>
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<tbody>
<tr>
<td>Host Institute</td>
<td>United Nations Population Fund</td>
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<tr>
<td>Volunteer Category</td>
<td>International Specialist</td>
</tr>
<tr>
<td>Number of Volunteer</td>
<td>1</td>
</tr>
<tr>
<td>Duration</td>
<td>until 14-08-2020</td>
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<tr>
<td>Possibility of Extension</td>
<td>Yes</td>
</tr>
<tr>
<td>Expected Starting Date</td>
<td>01-09-2019</td>
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<tr>
<td>Duty Station</td>
<td>Brazzaville [COG]</td>
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<tr>
<td>Assignment Place</td>
<td>Family Duty Station</td>
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Living Conditions

The Republic of Congo is a low-middle income country, located in Central Africa sub-region.

The country shares boundaries with Gabon in the South-West, Cameroon and Central Republic Africa in the North and North East, the Democratic Republic of Congo in the East, Angola and Atlantic Ocean in the South.

Since 2014, the Republic of Congo is experiencing an economic downturn, affecting the economic growth (-5 per cent in 2017). Because of the persistent drop in the price of oil, this situation drove to the decline of the gross domestic product per capita, from $3,196 in 2013 to $1,658 in 2017. Nevertheless, the country is globally stable and safe in the main urban and rural areas.

We are inspiration in action
Frequent disruptions are recorded in the electricity supply, particularly in Brazzaville (political capital) and Pointe-Noire (economic capital). The living cost is relatively affordable, but some concerns with the cost of decent housing should be noted. The population enjoys dressing in style and loves music both profane and religious.

According to United Nations security standards, life and travel in Brazzaville and in the other areas major are secure.

The Republic of Congo is a unique country. It provides for an interesting and enriching environment, but also requires a mature level of cultural awareness, as well as more stamina and commitment than elsewhere to make life comfortable and affordable. Therefore, flexibility and the ability and willingness to live and work in harsh and potentially hazardous conditions, involving physical hardship and little comfort, are essential.

Assignment Details

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<tr>
<th>Assignment Title</th>
<th>Population Data Fellow, Civil Registration and Vital Statistics (Congo)</th>
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<tr>
<td>Organizational Context &amp; Project Description</td>
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UNFPA is the United Nations Population Fund. Our mission is to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled.

UNFPA supports:

1. Reproductive health care for women and youth in more than 150 countries – which are home to more than 80 per cent of the world’s population

2. The health of pregnant women, especially the 1 million who face life-threatening complications each month

3. Reliable access to modern contraceptives sufficient to benefit 20 million women a year

4. Training of thousands of health workers to help ensure at least 90 per cent of all childbirths are supervised by skilled attendants

5. Prevention of gender-based violence, which affects 1 in 3 women

6. Abandonment of female genital mutilation, which harms 3 million girls annually

7. Prevention of teen pregnancies, complications of which are the leading cause of death for girls 15-19 years old

8. Efforts to end child marriage, which could affect an estimated 70 million girls over the next 5 years
9. Delivery of safe birth supplies, dignity kits and other life-saving materials to survivors of conflict and natural disaster

10. Censuses, data collection and analyses, which are essential for development planning

**Data Fellows Programme**

UNFPA will host its inaugural cohort of Population Data Fellows in its global headquarters (New York) and selected regional and country offices around the world in 2019-2020. Through this programme, Population Data Fellows will come together to design and deliver targeted projects that contribute to the overall population data work of UNFPA.

The inaugural cohort of 2019-2020 Population Data Fellows will contribute to UNFPA’s work on civil registration and vital statistics in the areas of

1. completeness and quality assessment of vital event (births, marriages and deaths) registration data,
2. multivariate analysis, using survey, census and registration data, of the proximate determinants of vital event under-registration and its socioeconomic consequences, and
3. statistical adjustment of incomplete and deficient civil registration data and the production of valid and reliable vital statistics from civil registration data.

The Fellowship programme will be residential for a period of up to 12-months (possible extension subject to available funding), with Fellows living at a specific UNFPA duty station and working in the associated UNFPA office under the direction of either the Country Office’s UNFPA Representative, the Regional Office’s Population and Development Regional Advisor, or the Population and Development Branch Chief at UNFPA Headquarters.

**Data Analytics of vital event registration data**

The programme is seeking to understand the proximate determinants of under-registration of vital events across the life course, including registration of births, marriages, divorces, and deaths. Further, this work seeks to understand the social, economic and political consequences for individuals of being invisible to the civil registration system. This work will be closely aligned with large-scale data analysis of civil registration, census and survey data.

In order to systematically strengthen CRVS systems, we need to understand how complete they are and the quality of the underlying data. This is important to identity which areas of the system need further improvement, and it is also being needed to make adjustments to civil registration data when producing representative and reliable vital statistics at national and subnational levels. Fellows engaged in this workstream will support analysis and assessment of civil registration data under the guidance of UNFPA technical staff.

**Capacity building in completeness assessment, demographic data quality assessment and vital statistics analysis**
UNFPA supports National Statistics Offices in low- and middle-income countries via technical capacity building. This workstream involves development of capacity building materials and support to training workshops for National Statistics Offices and Civil Registration authorities in the area of civil registration data assessment, vital statistics production, and vital statistics usage.

**Qualitative Population Field Research**

This program of work at UNFPA seeks to understand the proximate determinants of under-registration of vital events across the life course, including registration of births, marriages, divorces, and deaths. Through qualitative research – primarily through focus group discussions and in-depth interviews – UNFPA is seeking to understand why certain subpopulations are more likely to have their vital events registered than others. Further, this work seeks to understand the social, economic and political consequences for individuals of being invisible to the civil registration system. This work will be closely aligned with large-scale data analysis of civil registration, census and survey data.

**Task description**

Under the direct supervision of the Head of office, the UN Volunteer will:

- Learn and apply contemporary technical methods of assessing data quality and completeness of civil registration data, adjusting civil registration data to account for coverage and content error, and producing vital statistics from civil registration data and other resources;
- Contribute to the development of capacity building materials, tools and worked examples, to support staff of national counterparts such as statistical officers and civic registration;
- Support research and fieldwork on analyzing the extent and proximate determinants of under-registration of vital events (with a specific focus on marriage registration) in collaboration with national authorities;
- Contribute to the facilitation of capacity building workshops and data laboratories for officials from National Statistics Offices and civil registration authorities;
- Conduct statistical and demographic analysis, using standard statistical software packages (e.g. R, Stata or SPSS) to support data processing, assessment and analysis of civil registration data;
- Contribute to routine and ad-hoc discussions and meetings within UNFPA on civil registration, vital statistics and legal identity;
- Any other related tasks as may be required or assigned 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

- Support to the production of capacity building resources on assessing data quality and completeness
  of civil registration data, adjusting civil registration data to account for coverage and content error,
  and producing vital statistics from civil registration data;
- Contributions to assessments of completeness and quality of civil registration data, statistical
  adjustments on incomplete civil registration data, multivariate analyses of proximate determinants
  and social consequences of vital event under-registration, and production of vital statistics analysis
  outputs in collaboration with UNFPA staff, national statistics offices and civil registration authorities;
- Successful support to facilitated workshops and data laboratories for national statistics offices and
  civil registry staff in the assessment, adjustment and analysis of civil registration data and production
  of vital statistics;
- 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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<tr>
<th>Required Degree Level</th>
<th>Bachelor degree or equivalent</th>
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| Education - Additional Comments | university undergraduate degree or equivalent in the quantitative social sciences, such as
demography, public health epidemiology, statistics, sociology, economics or related discipline (such
as computer science), Masters degree preferred. |

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<tr>
<th>Required experience</th>
<th>24 months</th>
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| Experience Remark   | Demonstrated interest and/or experience (up to 2 years) in applied statistics, public health,
epidemiology, and demography
- Familiarity and experience in carrying out descriptive statistical analysis and multivariate regression
analysis
- Solid knowledge of demographic and statistical methods for assessing, processing and analyzing civil
registration data in low-/middle-income countries; |
Motivated to contribute towards peace and development and to serve others;
Good interpersonal, networking and communication skills;
Willingness to contribute and work as part of a team;
Flexible and open to learning and new experiences;
Respect for diversity and adaptability to other cultures, environments and living conditions;
Previous experience as a volunteer and/or experience of another culture, (i.e. studies, volunteer work, internship) would be highly regarded;
Skills to use relevant statistical packages (particular in R, or related statistical tools/packages such as Stata or SPSS) and willingness to learn (or existing familiarity with) GitHub or version control systems;
Computer skills (i.e. Word, Excel, PowerPoint, social media, and others).

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

Area of Expertise
- Statistics Mandatory

Area of Expertise Requirement

Competencies & Values
- Adaptability and Flexibility
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Ethics and Values
- Integrity
- Planning and Organizing
- Professionalism
- Respect for Diversity
- 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:
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$ 1,631. 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 COGR000067-4925
Application procedure

* Not yet registered in the UNV Talent Pool?

1. Please first register your profile at https://vmam.unv.org/candidate/signup

2. Important: After creating your account, complete all sections of your profile and submit it.

3. Then go to ‘My Page’ at https://vmam.unv.org/candidate/mypage and click on the ‘Special Calls’ hyperlink

4. Lastly, select the special call to which you would like to apply.

* Already registered in the UNV Talent Pool?

1. Please first update your profile at https://vmam.unv.org/candidate/profile.
2. 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.

NOTE: Women, indigenous people, people with disabilities, LGBTQI candidates and other marginalized groups are strongly encouraged to apply.

Application deadline: 21 July 2019

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.