

## UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

### DZAR000029--Focal Point for the UN Common Country Analysis

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>	Algeria
<b>Host Institute</b>	World Food Programme
<b>Volunteer Category</b>	International Specialist
<b>Number of Volunteer</b>	1
<b>Duration</b>	6 months
<b>Expected Starting Date</b>	01-01-2021
<b>Duty Station</b>	Algiers [DZA]
<b>Assignment Place</b>	Family Duty Station
<b>Assignment Place Remark</b>	

### Living Conditions

Algiers is a "family duty station" and the languages spoken are French and Arabic.

Algiers is a city that has many benefits, both human and cultural. It has a rich past and its people are very hospitable.

Although it is relatively easy to find apartments or houses in recommended areas, it should be noted that the rents are equivalent to those of developed countries and that payment of a year's rent in advance is usually requested. The UN Volunteer will be responsible for arranging his/her own housing and other living essentials.

Goods and basic services are easily available. Complex health interventions may require evacuation.

Payments are made primarily in cash. ATM cash withdrawal is limited and payment by electronic funds transfer is not yet possible. The network of fixed and mobile telephone is effective. Algiers is well served by airlines and national and international maritime which connect too many foreign capitals.

A security clearance is subject to the approval of the Designated Official (DO) for any United Nations staff/personnel (including UN

Volunteers) to travel to Algiers. Any request for travel outside the wilaya of Algiers must be authorized by national authorities for diplomats and accredited personnel.

# Assignment Details

## Assignment Title

Focal Point for the UN Common Country Analysis

## Organizational Context & Project Description

Based on a request by the Government of Algeria in 1986, WFP assists refugees from Western Sahara through the Interim Country Strategic Plan (ICSP) with the objectives to “End hunger by protecting access to food.” and 2 “Improve nutrition.” Until today, WFP’s role in Algeria has been limited to the assistance to this refugee population in Tindouf.

In 2020, WFP will take part in the Common Country Analysis (CCA), which is the UN system’s independent, impartial and collective analysis of a country’s development landscape. The CCA is the common point of departure for the UN’s development, humanitarian and peace instruments within a country, and is the key input into the [United Nations Sustainable Development Cooperation Framework \(CF\)](#).

WFP should actively contribute to the CCA by leveraging all analytical capabilities and feed this data into the UNCT’s *Data and Analysis Repository*. The CCA is a unique opportunity to foster WFP’s strategic positioning and carve out the necessary space for food security and nutrition programmes.

## Sustainable Development Goals

17. Partnerships For the Goals

## Task description

Within the delegated authority and under the supervision of WFP Country Director or his/her designated mandated representative(s), the UN Volunteer specialist will:

1. Act as focal point and support the Country Director and the UN Country team (UNCT) in the formulation and update of the Common Country Analysis (CCA) as well as of the UN Sustainable Development Cooperation Framework (UNSDCF);
2. Engage the Resident Coordinator Office (RCO) and UNCT members as well as the RCO/CCA/UNSDCF consultants about the CCA/UNSDCF deliverables and processes.
3. Engage with FAO, UNICEF, IFAD and other food security and nutrition actors to jointly advocate for the inclusion of SDG2 related issues in the CCA/UNSDCF, based on quality data.
4. During the CCA/UNSDCF process, ensure that SDG2 elements are taken into consideration and well-captured. Make available any WFP-supported reports and assessments.
5. Proactively support the CD to contribute to UNCT discussions and comment on the emerging CCA report.
6. Support the Country Director in deciding whereas any food security assessment is needed for the CCA formulation/update and for UNSDCF design and draft required concept notes as needed.
7. Support the Country Director in his approach to the Government to clarify whether a Zero Hunger strategic review (ZHSR) is desired. Where relevant, introduce or build on the ZHSR approach as a key analytical input for the CCA.
8. Support the implementation of the ZHSR process and advocate for the establishment of a follow-up mechanisms, to ensure that SDG2 analysis is an ongoing function (like the CCA), while consistently examining and providing a planning horizon up to 2030.
9. Assist counterparts in governments and other partners in identifying where food assistance can be usefully employed and provide support and technical expertise for the planning, formulation and implementation of moderately complex food assistance programmes to strengthen government and community ownership and effectiveness of food security and nutrition programmes at national and sub-national levels.

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

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

encourage relevant local individuals and organizations to use the UNV Online Volunteering service whenever technically possible.

### Results/Expected Outputs

- Act as an active WFP team member, efficient, timely, responsive, client-friendly and high-quality support rendered to WFP and its beneficiaries in the accomplishment of her/his functions, including:
  1. Common Country Analysis (CCA) with input from WFP is formulated;
  2. Regular updates provided to the Country Director throughout the process;
  3. Provide a full list of all documentation and assessments provided by WFP is available for the CCA process;
  4. Summarize all actions, meetings and discussions happened during the CCA elaboration in a written report to document the process for WFP to build on the drafting of the WFP's Country Strategic Plan.
- 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** Bachelor degree or equivalent

### Education - Additional Comments

A Bachelor degree is required in international development, public affairs, international relations, political science or other related fields.

**Required experience** 60 months

### Experience Remark

- Has experience working across the WFP Program portfolio including VAM/Nutrition and social safety net;
- Has engaged in policy discussions and provided input into policy decisions;
- Has engaged with UNCT and government counterparts on policy discussions including United Nations Cooperation Frameworks (UNSDCFs - previously named UNDAFs), Common Country Analysis (CCAs);
- Has experience with complex analysis and has a sound understanding of methodologies of data collection.

### Language

- French (Mandatory) , Level - Fluent
- AND - English (Mandatory) , Level - Working Knowledge

### Area of Expertise

- Development programme management Mandatory
- Food safety and nutrition Mandatory
- Monitoring and evaluation Mandatory

### Area of Expertise Requirement

**Need Driving Licence** No

### Competencies & Values

- Accountability
- Adaptability and Flexibility
- Building Trust
- Client Orientation
- Commitment and Motivation
- Communication
- Empowering Others
- Ethics and Values
- Integrity
- Judgement and Decision-making
- Knowledge Sharing
- Leadership
- Managing Performance
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Self-Management
- Working in Teams
- Commitment to Continuous Learning

## 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.

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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** ([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** DZAR000029-8253

#### **Application procedure**

##### **\* Not yet registered in the UNV Talent Pool?**

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?**

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.

**Application deadline:** 02 December 2020

**doa.apply\_url** <https://vmam.unv.org/candidate/show-doa/RFpBUjAwMDAyOQ==>

#### **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.*