UN VOLUNTEER DESCRIPTION OF ASSIGNMENT
EGYR000875--Technical 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

Country of Assignment
Egypt

Host Institute
World Health Organization

Volunteer Category
International Specialist

Number of Volunteer
1

Duration
6 months

Possibility of Extension
Yes

Expected Starting Date
01-11-2020

Duty Station
Cairo [EGY]

Assignment Place
Family Duty Station

Assignment Place Remark

Living Conditions

The duty station will be the city of Cairo, which is a family duty station with a wide range of services (health, education and leisure) and good living conditions. Cairo as well as Egypt as a whole have long been centres of the region’s political and cultural life. Like other similar cities, Cairo offers good quality life in terms of access to shopping centres, banks, medical services, cultural events, etc.

The Arab Republic of Egypt has a unique geographical position in Northeast Africa, at the crossroads of Europe and Asia, on the Mediterranean and Red Sea, and its connection to Sub-Saharan Africa through the Nile Valley. The country is defined by desert and the Nile, the longest river on Earth. Egypt is bordered by the Gaza Strip and Israel to the northeast, the Gulf of Aqaba to the east, the Red Sea to the east and south, Sudan to the south and Libya to the west.

With over 90 million inhabitants - two-thirds of which are below 29 years - Egypt is Africa’s third most populous country after Nigeria and Ethiopia, and it has the highest population in the Arab world. About 95 percent of Egyptians live along the Nile—on less than 5
percent of Egypt’s territory — making the Nile Valley one of the world’s most densely populated areas, especially in greater Cairo, Alexandria and other major cities in the Nile Delta.

The country has witnessed significant political and economic changes since 2011. Through this transition, which includes periods of political unrest, the main income sources of the economy have been negatively impacted, particularly in the tourism sector, as well as revenues from the Suez Canal, oil and remittances from Egyptians working abroad, affected by the global economy.

Assignment Details

Assignment Title

Technical Officer

Organizational Context & Project Description

The mission of WHO’s Health Emergencies (WHE) Programme is to build the capacity of Member States to manage health emergency risks and, when national capacities are overwhelmed, to lead and coordinate the international health response to contain outbreaks and to provide effective relief and recovery to affected populations.

With the recent pandemic of COVID-19, the Program works to ensure that the WHO Regional Office builds emergency risk communication and Community Engagement (RCCE) capacities across the Region; leads source and dissemination of information on outbreaks and health emergencies; develops high quality RCCE products and disseminate proactively, tracks and addresses people’s fears, concerns, misinformation and false rumours and develops and implements advocacy strategies and plans with links to resource mobilization and community engagement.

Sustainable Development Goals

3. Good Health and Well-being

Task description

Under the direct supervision of Programme Area Manager, CPI, the Technical Officer Volunteer will:

- Contribute to and support the design, development, pre-testing, production and dissemination of culturally relevant COVID-19 messages and RCCE materials meeting on-ground requirements and quality standards.
- In close collaboration with RCCE team, support the design and implementation of knowledge, attitude and practice (KAP) surveys, focus group discussions and other feedback from community engagement activities. Help integrate findings into RCCE activities and products to support and inform evidence-based initiatives.
- Contribute to the country support provided by RCCE team to support the development and implementation of RCCE plan and initiatives in country office/s.
- Support the development of training material and delivery of training sessions to build national capacity for emergency risk communication and community engagement.
- Support the operations of the RCCE pillar of the COVID-19 response including compiling briefing notes and situation reports, developing talking points, preparing presentations and other materials needed for technical sessions or meetings.
- Collect success stories, lessons learned, best practices and testimonials from country offices and RCCE for reporting and documentation purpose.
- Develop and maintain a database of IEC material, photos, other multimedia products related to RCCE support to countries and interagency RCCE working group
- Compile, review and analyze team reports and documents to develop a monthly monitoring report reflecting RCCE support during COVID-19 pandemic.
- Attend internal meetings and prepare minutes of RCCE team and interagency taskforce meeting proceedings and perform other support duties when needed
- 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
Qualifications/Requirements

Required Degree Level  
Bachelor degree or equivalent

Education - Additional Comments

- Bachelor level university degree in social sciences, behavioural sciences, development sciences, communications, humanities or related fields from an accredited/recognized institute.

Required experience  
84 months

Experience Remark

- Academic: Bachelor level university degree in social sciences, behavioural sciences, development sciences, communications, humanities or related fields from an accredited/recognized institute.
- At least 7 years of progressively responsible work experience in the field of public health, research or communication.
- Excellent interpersonal skills.
- Ability to express clearly and concisely ideas and concepts in written and oral forms.
- Effective negotiation, facilitation and consensus building skills.
- Ability to work under pressure while producing results.
- Ability to “think out of the box” and to make innovative proposals related to RCCE. Tact, discretion and diplomacy.

Language

- English (Mandatory), Level - Fluent
- AND - Arabic (Optional), Level - Working Knowledge

Results/Expected Outputs

- Production and dissemination of culturally relevant COVID-19 messages and RCCE materials
- Implementation of knowledge, attitude and practice (KAP) surveys, focus group discussions and other feedback from community engagement activities
- Implementation of RCCE plan and initiatives in country office/s
- Development of training material and delivery of training sessions to build national capacity for emergency risk communication and community engagement
- Develop and maintain a database of IEC material, photos, other multimedia products related to RCCE support to countries
- Monthly monitoring report reflecting RCCE support during COVID-19 pandemic
- 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.
Area of Expertise

- Emergency response, immediate relief operations, and post-conflict humanitarian aid operations Mandatory
- Development programme management Mandatory
- Database design, administration and maintenance Mandatory

Area of Expertise Requirement

Need Driving Licence  No

Competencies & Values

- Accountability
- Adaptability and Flexibility
- Communication
- Planning and Organizing
- Professionalism
- Technological Awareness
- 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 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 (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;

The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).
- 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 EGYR000875-7852

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: 11 October 2020

doa.apply_url https://vmam.unv.org/candidate/show-doa/RUdZUjAwMDg3NQ==

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.