UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

GMBR000027--Municipal Management Expert


Informations générales

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<tr>
<th>Pays d'Affectation</th>
<th>Gambia</th>
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</thead>
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<tr>
<td>Agence/Institution hôte</td>
<td>UN Office for Project Services</td>
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<tr>
<td>Catégorie de volontaire</td>
<td>International UN Volunteer Expert</td>
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<tr>
<td>Nombre de Volontaires</td>
<td>3</td>
</tr>
<tr>
<td>Durée</td>
<td>12 mois</td>
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<tr>
<td>Date présumée du début</td>
<td>Immédiate</td>
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<tr>
<td>d’affectation</td>
<td>Lieu d’Affectation</td>
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<tr>
<td>Banjul [GMB]</td>
<td>Remarque sur le lieu d’affectation</td>
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<tr>
<td>Lieu d’Affectation avec Famille</td>
<td>Lieu d’Affectation</td>
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<td></td>
<td>Family assignment</td>
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Conditions de vie

The Gambia is a safe country providing good quality of life for international personnel with excellent air quality, a tropical climate, the proximity of beaches and plenty of opportunities for outdoor activities. A majority Muslim country, The Gambia is an open and peaceful society where cultural exchange and inclusion prevail. The Greater Banjul Area is a popular tourist destination, offering beach and nature assets as well as varied entertainment options for internationals (restaurants, bars, night clubs).

A developing country, The Gambia faces unreliable electricity and water supply, but backup systems exist...
in housing units catering to internationals. Medical facilities are not the best quality; medical evacuation to Senegal is the preferred treatment option in case of serious health issues. Telecommunication operators offer decent broadband and 4G connections.

The Gambia is a cash-based economy, but it is easy for foreigners to open a bank account.

The Gambia is a unique country undergoing an exciting democratic transition. Gambian institutions and individuals are eager to collaborate with foreign experts. 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 challenging conditions are essential.

Détails sur l'Affectation

<table>
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<th>Titre de l'Affectation</th>
<th>Municipal Management Expert</th>
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<td>Contexte organisationnel &amp; description du projet</td>
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UNOPS is an operational arm of the United Nations, supporting the successful implementation of its partners’ peacebuilding, humanitarian and development projects around the world. Our mission is to help people build better lives and countries achieve sustainable development.

UNOPS areas of expertise cover infrastructure, procurement, project management, financial management and human resources.

This UNV Assignment is part of the Greater Banjul Area: Sustainable Urban Development Programme 2020-2040 financed by the African Development Bank and implemented by UNOPS in the Gambia. UNOPS’ role is to support the Ministry of Lands and Regional Government of the Gambia as well as 3 municipalities of the Greater Banjul Area to develop and adopt an urban plan to support the sustainable development of the fast-growing capital area. In order for Gambian institutions to implement the urban plan and related investments, UNOPS is implementing a capacity building component to strengthen municipalities in terms of resource mobilisation, data management, infrastructure project planning and delivery, urban services management.

Objectifs de développement

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<th>11. Sustainable Cities and Communities</th>
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Description de l'action

Within the delegated authority and under the supervision of the Institutional Capacity Building Team Leader or his/her designated mandated representative(s), the UN Volunteer Municipal Management Expert will:

- Assist the Institutional Capacity Building Team Leader in identifying existing institutional and technical capacity gaps for the successful implementation of the Digital Urban Plan.
• Contribute to the creation of the project's Technical Assistance Action plan.
• Coordinate the Technical Assistance Action Plan's implementation in 3 municipalities (Banjul, Kanifing and Brikama), including policy work, systems strengthening and training.
• Support the Institutional Capacity Building Team Leader in establishing a monitoring and evaluation framework for the Technical Assistance Action Plan.
• Provide inputs into monthly reports.
• Actively interact with relevant communities of practice to share case studies, lessons learned and best practices.

En plus de ce qui précède, les Volontaires des Nations Unies sont censés :
• Renforcer leurs connaissances et compréhension du concept du volontariat en lisant la documentation mise à disposition par le programme VNU, les publications externes et prendre activement part aux activités du programme VNU, par exemple s’impliquer dans les activités commémoratives de la Journée internationale des Volontaires (JIV), le 5 décembre.
• Se familiariser et développer toute forme de volontariat traditionnel et/ou local au niveau du pays d’accueil.
• Réfléter le type et la nature des actions volontaires qu’ils entreprennent, y compris leur participation dans les réflexions substantielles.
• Contribuer à la rédaction des articles sur les expériences de terrain à soumettre pour la publication du programme VNU/ site web, bulletin et notes de presse, etc.
• Contribuer au Programme d’accueil des Volontaires des Nations Unies nouvellement arrivés dans le pays d’affectation ;
• Promouvoir ou conseiller les groupes locaux dans l’utilisation des volontaires en ligne ou encourager les individus et les organisations à utiliser les services de volontaires en ligne quand cela est techniquement possible.

Résultats / résultats attendus

• As an active UNOPS team member, efficient, timely, responsive, client-friendly and high-quality support rendered to UNOPS and its beneficiaries in the accomplishment of her/his functions, including:

  • Completion of the municipal management section of the Technical Assistance Action Plan.
  • Implementation of capacity building activities contained in the Technical Assistance Action Plan within quality, time, cost and scope expectation.
  • Measurable improvement in municipal capacity among target institutions.
  • Satisfaction of the Municipalities with capacity building activities in the project.

  • 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

• 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 / Exigences

Domaine de qualification Master degree or equivalent

Niveau de qualifications - autres commentaires

Advanced higher degree (Master’s or equivalent) in a relevant area, e.g. public administration, urban planning, public financial management, civil engineering or GIS; a first-level university degree or equivalent in combination with relevant training and/or professional experience may be accepted in lieu of an advanced university degree;

Expérience Requise 180 mois

Remarques sur l'Expérience

• At least 15 years of professional work experience at the national and/or international level in land administration or other relevant programmes;
• Excellent oral and written skills; excellent drafting, formulation, reporting skills;
• Accuracy and professionalism in document production and editing;
• Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, religious and youth organizations, and authorities at different levels; familiarity with tools and approaches of communications for development;
• Ability to work and adapt professionally and effectively in a challenging environment; ability to work effectively in a multicultural team of international and national personnel;
• Solid overall computer literacy, preferably with familiarity with Google Suite (Gmail, Google Drive, Google Docs etc.); familiarity with GIS and database management;
• Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines;
• Sound security awareness;
• Have affinity with or interest in X infrastructure and sustainable development, volunteerism as a mechanism for durable development, and the UN System.

Linguistiques
• English (Mandatory), Niveau - Fluent

Domaine d’expertise
• Development programme management Optionnel
• Architecture and urban planning Obligatoire
• Other human settlement related experience Optionnel
Domaine d'expertise requis

- Have affinity with or interest in X infrastructure and sustainable development, volunteerism as a mechanism for durable development, and the UN System.

Permis de Conduire exigé

Non

Compétences et Valeurs

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

Conditions de service et autres informations

Conditions de service

Click here to view Conditions of Service

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.

UN Expert Volunteer receive a monthly Expertise Differential calculated at 40% of the UN Specialist Volunteer monthly living allowance.

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.

Code d'application GMBR000027-6588

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 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.
Application deadline: 25-03-2020

doa.apply_url  
https://vmam.unv.org/candidate/show-doa/R01CUjAwMDAyNw==

Avertissement
Le programme VNU est un programme qui promeut l'égalité des chances et encourage les candidatures de professionnels qualifiés. Le Programme VNU s’engage à assurer la diversité en termes de genre, de nationalités et de cultures.