UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

GNBR000083--Medical 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>Guinea Bissau</th>
</tr>
</thead>
<tbody>
<tr>
<td>Host Institute</td>
<td>UN PKO in Guinea-Bissau</td>
</tr>
<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 31-12-2020</td>
</tr>
<tr>
<td>Expected Starting Date</td>
<td>Immediate</td>
</tr>
<tr>
<td>Duty Station</td>
<td>Bissau [GNB]</td>
</tr>
<tr>
<td>Assignment Place</td>
<td>Family Duty Station</td>
</tr>
</tbody>
</table>

Assignments of less than 12 months are non family duty station type.

Living Conditions

The Republic of Guinea-Bissau, a small country in western Africa, is one of the world’s poorest nations. The capital is Bissau and the official language is Portuguese. Many people outside of Bissau speak only an indigenous language or Creole. Some people, especially in capital, speak/understand French whereas English is not widely used. The country’s 1998-99 civil war and the persistent political instability devastated the economy. Facilities and infrastructure in general are very limited.

Guinea-Bissau continues to experience periodic political disruptions and instability, although with no violent incidents, all travellers to the country should closely monitor the political situation. Visitors should...
avoid political gatherings and street demonstrations. Demonstrations typically begin or end in front of the former Presidential Palace in “Praça dos Herois Nacionais.” While most demonstrations in Bissau are nonviolent, the imbalance of power in the country can lead to violent demonstrations. For safety and security issues, UN Security in the country will provide security advisories and procedures.

Guinea-Bissau is a hardship D duty station but considered a family duty station. It has many limitations in terms of reliable education and health services (there is a UN Clinic for UN staff). The situation regarding electricity has considerably improved, at least in the capital city, although cuts are still happening.

Guinea-Bissau is a unique country with much to offer, both naturally and culturally, and it provides for an interesting and enriching environment. Yet it 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

Organizational Context & Project Description

The United Nations Integrated Peace building Office in Guinea-Bissau (UNIOGBIS) was established by the Security Council resolution 1876 of 26 June 2009. The Security Council approved Resolution 2343 on 23 February 2017 2010 extending UNIOGBIS mandate until28 February 2018. In accordance with its mandate, UNIOGBIS shall assist the national authorities in strengthening the capacities of national institutions and the rule of law in Guinea-Bissau. Specifically, UNIOGBIS shall focus, in particular, on the following priorities: 1. Support an inclusive political dialogue and national reconciliation process to strengthen democratic governance and work towards consensus on key political issues particularly with regards to the implementation of necessary urgent reforms; 2. Supports, including by technical assistance, the national authorities in expediting and completing the review of Guinea-Bissau’s Constitution; 3. Provide strategic and technical advice and support to national authorities and relevant stakeholders, including in coordination with ECOWAS/ECOMIB and other international partners, in implementing the national security sector reform and rule of law strategies, as well as developing civilian and military justice systems that are compliant with international standards; 4. Support the Government of Guinea-Bissau, in cooperation with the Peacebuilding Commission towards the mobilization, harmonization and coordination of international assistance, including for the implementation of the national security sector reform and rule of law strategies, and enhancing cooperation with the AU, ECOWAS, CPLP, EU and other partners in support of the maintenance of constitutional order and the stabilization of Guinea-Bissau. The UN medical services provide timely and reliable, costumer oriented, cost-efficient and prompt medical care to all UN Staff members and their eligible dependants. Currently Medical Services have the following staff: One international Doctor, one local doctor, one international nurse and one local nurse, one local laboratory technician, one administrative assistant and one driver. The UNIOGBIS medical service is an
integrated service called the UNJMS. It has two clinics as follows: 1) A level-1 clinic located within the premises of the UN House in Bissau and 2) A health Post that is located within the HQ of the UNIOGBIS HQ compound. Both locations, though fully equipped, it still needs to increase its capability to health care provision to all UN Staff and their eligible dependants in Guinea Bissau by maintaining the staff level at both locations. The nature of this assignment implies frequent interaction with staff at large; staff within work unit; senior management throughout the Organization; local and international Physicians.

**Sustainable Development Goals**

3. Good Health and Well-being

**Task description**

Within the delegated authority and under the supervision of the Chief Medical Officer, the UN Volunteer Medical Officer will undertake the following tasks:

- Ensure the Medevac of staff to referral health facilities outside the country.
- Supports the provision of health services at the Level-I and Level-II health facilities for the mission and follow up and monitor the treatment of evacuated mission personnel.
- Ensure availability of medical supplies and proper functioning of medical equipment;
- Ensure optimum and rational use of resources while respecting medical ethics;
- Implement appropriate training programs for medical staff and develop medical capabilities and capacity (e.g. Basic life Support 16 Mar 2020 Page 2 of 6 Qualifications/Requirements (BLS), Advanced Cardiac Life support (ACLS), Pre-hospital Trauma Life Support (PHTLS), health education, HIV/AIDS prevention;
- Assist to manage the procurement of drugs, medical equipment, consumables and medical supplies locally and in accordance with UN system contracts;
- As a member of the Mission Crisis Management team, participates in the preparation and implementation of Mass Casualty Incidence (MCI) Response, Medevac, Casevac Standard operating procedures (SOP), Mortal Remains handling and repatriation SOP, response to multi-hazard emergencies in the Mission Area of responsibility and support office headquarters;
- Participate actively in organizing referrals, casualty and medical evacuation services provided to mission personnel. Supports laboratory technicians/nurses and medical administrative staff;
- Ensures availability of laboratory supplies and the proper functioning of laboratory equipment As a member of the Crisis Management Team (CMT), participate in the preparation and implementation of Business Continuity Planning standard operating procedures and training for the Mission area of responsibility;
- Support and participate in pre-deployment visits, pre-placement and periodic medical examinations, Immunizations for Eligible Personnel, refer staff to respective specialists when necessary, follow-up with specialists within and out country;
- Provides health education to clients and advises them on healthy living practices; Participate actively in addressing environmental and occupational health issues;
- Participate in the planning, management and implementation of adequate infection control measures in the mission health facilities at all levels;
- Provides relevant public health guidance to the facility management team in the mission and
contractors providing catering, sanitation and fumigation services at the UN camps within
Participates in the planning, organizing and implementation of Forward Medical Team;
• Undertakes day-to-day clinical duties, e.g. walk-in clinic, responding to emergencies;

Furthermore, UN Volunteers are required to:- Strengthen their knowledge and understanding of the
category 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

• Medical practices and trainings are effectively planned and implemented;
• Physical and mental health of UN staff is ensured through prevention and treatment;
• The development of capacity through coaching, mentoring and formal on-the-job training, when
working with CMO

• 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 dur-ing the assignment, such as reporting on the number of
volunteers mobilized, activities participated in and capacities developed

Qualifications/Requirements

<table>
<thead>
<tr>
<th>Required Degree Level</th>
<th>Master degree or equivalent</th>
</tr>
</thead>
</table>

Education - Additional Comments

Advanced higher degree (Master’s or equivalent in anesthesiology, reanimation, emergency management
of medevac).

<table>
<thead>
<tr>
<th>Required experience</th>
<th>60 months</th>
</tr>
</thead>
</table>

Experience Remark

At least 5 years of professional work experience at the national and/or international level in Intensive Care Unit is an asset, as is experience working in the
UN or other international development organization.

Language

• French (Mandatory), Level - Fluent
Condition 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$ 1,651. 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**

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**

GNBR000083-6692

**Application procedure**

* Not yet registered in the UNV Talent Pool?

First register your profile at [https://vmam.unv.org/candidate/signup](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](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](https://vmam.unv.org/candidate/profile).

Then go to 'My Page' at [https://vmam.unv.org/candidate/mypage](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: 9 April 2020**

**doa.apply_url**

[https://vmam.unv.org/candidate/show-doa/R05CUjAwMDA4Mw==](https://vmam.unv.org/candidate/show-doa/R05CUjAwMDA4Mw==)

**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.