

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

KENR001771--Regional Global Adaptation Network (GAN) Liaison

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	Kenya
Host Institute	United Nations Environment Programme
Volunteer Category	International Specialist
Number of Volunteer	1
Duration	12 months
Expected Starting Date	Immediate
Duty Station	Nairobi [KEN]
Assignment Place	Family Duty Station

Assignment Place Remark

Family Assignment

Living Conditions

The Republic of Kenya is an equatorial nation on the coast of East Africa, neighbouring Somalia, Ethiopia, Sudan, Uganda, Tanzania, and the Indian Ocean. Kenya has two levels of Government; National Government and 47 sub-national Governments called Counties. Counties are further divided into sub-counties. Kenya is a multi-party state with Executive, Legislative, and Judicial branches. Kenya's population of more than 40 million is growing at an annual rate of 2.2%. The country's GNP per capita estimated at purchasing power parity (PPP) is \$975, and the GNP is growing at an average rate of 0.1% annually. More than 26% of Kenya's people live below the international poverty line of \$1 per day. Kenya's main food crops are "maize, wheat, pulses, roots and tubers." (FAO).

Nairobi is a modern metropolitan city where most basic goods and services, health facilities, public transport, telecommunication and banking services and educational facilities are readily available. The city is widely connected through its main airport, Jomo Kenyatta International Airport and the smaller Wilson Airport. Air transport is also available to many up country destinations. The city is home to some 3,000 UN personnel mainly attributed to the fact that it serves as the headquarters for both the UN HABITAT and UNEP.

The socio-economic and cultural background of the immediate society the UNV would be living and working in is diverse and prevailing security conditions at the place of assignment is modest. The topographic and climatic features of the assignment location is highland cool and warm tropical climate.

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Assignment Details

Assignment Title Regional Global Adaptation Network (GAN) Liaison

Organizational Context & Project Description

The UN Environment Programme (UNEP) is the leading global environmental authority that sets the global environmental agenda, promotes the coherent implementation of the environmental dimension of sustainable development within the United Nations system and serves as an authoritative advocate for the global environment. UNEP's Ecosystems Division works with international and national partners, providing technical assistance and advisory services for the implementation of environmental policy, and strengthening the environmental management capacity of developing countries and countries with economies in transition.

Within the Ecosystems Division, the Climate Change Adaptation Unit (CCAU) works to meet the mandate given by Member States to UNEP to help countries address climate change and to support vulnerable countries in transitioning from urgent and immediate adaptation responses to medium and long-term national adaptation plans that integrate Ecosystem-based Adaptation (EbA). Underscoring the importance of this mandate, the 2030 Agenda for Sustainable Development provides an excellent global policy framework to address climate change adaptation and EbA issues over the next years, compounded by a recent increased focus on focusing on nature-based solutions and increasing the resilience of vulnerable populations to withstand climate and other shocks.

To carry out this work, the CCAU manages a range of adaptation projects around the world, helps to coordinate adaptation work across UNEP and also provides the Secretariat for the Global Adaptation Network (GAN), <https://www.unenvironment.org/gan/>. The work of the GAN is to facilitate the exchange of information and knowledge about adaptation and it works through a series of partners and regional platforms.

To strengthen the work of adaptation and EbA around the world, Germany has recently launched a [Global EbA Fund](#) which will be co-implemented by UNEP and IUCN. This will require and facilitate UNEP to draw upon its internal and external resources to help support and implement the Fund.

These three new exciting international UNV posts will be within the GAN Secretariat and based respectively at the Nairobi, Panama and Bangkok duty stations. These will be intended to support UNEP's African, Latin American and Asian adaptation networks and liaise with partners to support information exchange, gather best practices and knowledge, to strengthen GAN and support the new Global EbA Fund.

Sustainable Development Goals 13. Climate Action

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

Task description

Within the delegated authority and under the direct supervision of the GAN Coordinator and in close collaboration with the Regional Climate Change Coordinator in Africa, the UNV Regional GAN Liaison for Africa will be:

- Supporting the regional adaptation networks for Africa (Ebafofa, AAKNet and EPIC Africa) and supporting bi-directional connections between regional networks and GAN (exploring ways for GAN to work to support and connect the regions)
- Liaising and reaching out to other actors and networks in the region to strengthen, consolidate and expand the regional presence of GAN
- Gathering information about initiatives, activities and adaptation tools and resources (e.g. webinars, publications and guidelines) carried out by in the region and feeding the information from stocktaking into GAN knowledge platform
- Convening stakeholders into regional meetings (webinars, sessions) to exchange information and practical examples about barriers to the uptake of nature-based solutions to adaptation (NBS for adaptation), otherwise known as ecosystem-based adaptation (EbA), to feed into the recommendations for the Global EbA Fund.
- Developing surveys, conducting research and outreach to gather information, evidence, synthesize knowledge and create case studies from regional adaptation work including projects in the regions on best practices, barriers to EbA adoption and uptake, for feeding into the Global EbA Fund, UNEP normative work and global processes including UNFCCC
- Supporting and organizing virtual or in-person adaptation events, webinars, seminars or sessions
- Writing press releases that cover CCAU projects in the Africa region
- Writing blog posts that capture the success stories from CCAU projects in the Africa region
- Writing the text for project webpages for CCAU's projects in the Africa region
- Writing project factsheets/briefing notes for CCAU projects to capture and communicate the key information and approaches of the project
- Gathering information on regional adaptation reading to feed into regular GAN reading lists Developing reports on latest activities of updating GAN's regional networks and partners on GAN's latest activities
- 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

- As an active **UNEP CCAU and GAN** team member, efficient, timely, responsive, client-friendly and high-quality support rendered to UNEP, its partners and its beneficiaries in the accomplishment of her/his functions, including:
 - adaptation organizations, companies, and experts (mapped-out with linkages)
 - List of adaptation-related events and conferences occurring throughout the year to contribute to GAN updates
 - Regular contributions to monthly GAN reading lists
 - Regular contributions to bimonthly GAN newsletters
 - Creation of regional case studies and regular contributions to normative work including reports and publications
 - Creation of reports and analyses of regional adaptation activities
 - Regular contributions to GAN and CCAU reports
 - Regular communications to/from regional networks to GAN
 - Well-organized and communicated webinars and events at the regional level and contributions to global events
 - Maintenance of a database of regional
- 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 Master degree or equivalent

Education - Additional Comments

Master's degree related to environmental management, communications and/or journalism, climate change, natural resources management or other relevant area.

Required experience 24 months

Experience Remark

- At least 2 years of professional work experience at the national and/or international level in support of environmental or science networks or other relevant programmes; experience with adaptation, in particular ecosystem-based adaptation or nature-based solutions, is desired, as is experience working in the UN or other international development organization;
- Required: Excellent proven written and oral communication skills; excellent drafting, formulation, reporting and analytical skills in English;
- Desired: Experience in communication, preferably including producing press releases
- Desired: for Latin America: knowledge of Spanish; for Africa, knowledge of French and/or Arabic;
- 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, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet; familiarity with database management; and office technology equipment;
- Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines;
- Have affinity with or interest in adaptation, in particular ecosystem-based adaptation, volunteerism as a mechanism for durable development, and the UN System.

Language

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

Area of Expertise

- Sustainable natural resources management and climate change adaptation Mandatory
- Other energy, environment and climate change related experience Mandatory
- Journalism, mass media and broadcasting Mandatory

Area of Expertise Requirement

Need Driving Licence No

Competencies & Values

- Accountability
- Commitment and Motivation
- Communication
- 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:

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.

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

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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

KENR001771-7563

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 to which you would like to apply.

Application deadline: 04 October 2020**doa.apply_url**<https://vmam.unv.org/candidate/show-doa/S0VOUjAwMTc3MQ==>**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.