General Information

<table>
<thead>
<tr>
<th>Country of Assignment</th>
<th>Kuwait</th>
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<tbody>
<tr>
<td>Host Institute</td>
<td>United Nations Development Programme</td>
</tr>
<tr>
<td>Volunteer Category</td>
<td>National Specialist</td>
</tr>
<tr>
<td>Number of Volunteer</td>
<td>1</td>
</tr>
<tr>
<td>Duration</td>
<td>6 months</td>
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<tr>
<td>Possibility of Extension</td>
<td>Yes</td>
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<tr>
<td>Expected Starting Date</td>
<td>Immediate</td>
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<tr>
<td>Duty Station</td>
<td>Kuwait [KWT]</td>
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<tr>
<td>Assignment Place</td>
<td>Family Duty Station</td>
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Assignment Place Remark

Living Conditions

The State of Kuwait is a country, currently faced with increased COVID19 cases, with the government-led policy advisory and implementation support. People are friendly to visitors. Services in terms of banking, health and communications are easily-available, while operations of public transportations are put on hold. Currently the country is under curfew but the arrangement will be reviewed at the end of May, 2020. Though Arabic is the official language, English is widely spoken among the majority of the population. Road network is good both in terms of spread and quality of the roads. is worth noting that prices of Kuwait is relatively high, as Kuwait Dinar is the strongest currency in the world. According to the assessment of the UN Department of Safety & Security (UNDSS) Kuwait is a family duty station.

As this is a national UN Volunteer assignment, the UN Volunteer will be responsible for arranging his/her own housing and other living essentials. National UN Volunteers are part of the malicious insurance plan.
## Assignment Details

<table>
<thead>
<tr>
<th>Assignment Title</th>
<th>Data Analysis and Research Specialist</th>
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### Organizational Context & Project Description

UNDP Kuwait has a long history of programme operations since early 1970s, with established relationships with government stakeholders. The main portfolios are 1) Governance (public administration, human capital development and policy advisory); and 2) Sustainable Development (private sector engagement for SDGs, energy and environment).

Since the first case of COVID19 in Kuwait confirmed on February 24, 2020, the government has taken a set of measures to contain the virus. These include mandatory quarantine for people who have travelled abroad; lockdown (effective March 12); and half-day curfew (effective March 22). The number of confirmed cases is reaching close to 12,000 as of 15 May. It is often reported that the awareness campaign is not effectively convincing diverse communities.

Therefore, it is important to understand better their behavioral patterns and needs so that we can tailor more impactful awareness campaigns to protect themselves by using behavioral insights (BI), and for the promotion of mental health and wellbeing, as well as tailored campaign required to prevent people from taking high-risk behaviors when various sectors are opening up a coming several months.

### Additional Information:

Selected candidate will be entitled for:
- Monthly Volunteer Living Allowance (VLA) at the amount of KWD 644
- Annual leave 2.5 days per month
- Learning leave 5 days per the 6 months contract, free life and medical insurance (and free medical insurance for up to 2 dependents)

### Sustainable Development Goals

<table>
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<tr>
<th>Goal Number</th>
<th>title</th>
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<tbody>
<tr>
<td>3</td>
<td>Good Health and Well-being</td>
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### Task Description

Under the supervision of the Project Coordinator, the Kuwait Public Policy Center,

- Design and analyse quantitative and qualitative research tools related to psychology and social sciences;
- Contribute to research projects requiring expertise in data management and data analysis;
- Develop visualization and other bespoke services to provide value-added dissemination;
- Design of surveys, questionnaires, and behavioural experiments and interventions;
- Design randomized control trials and A/B testing to test different interventions;
- Collect and process data from multiple sources;
- Perform data analysis and statistical analysis for the results;
- Support the project in conducting research and preparing policy briefs;
- Conduct desktop research, and using journal articles, newspaper sources, questionnaires, surveys, and interviews to gather data;
- Support in writing research papers, reports, reviews, and summaries.

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 UNDP Kuwait as well as Kuwait Public Policy Centre team member, efficient, timely, responsive, client-friendly and high-quality support rendered to the General Secretariat for Supreme Council for Planning and Development.
Survey, questionnaires and behavioral diagnostics and interventions designed.
Randomized control trials and A/B testing for different interventions designed.
Collection and analysis of data from multiple sources.

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

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<thead>
<tr>
<th>Required Degree Level</th>
<th>Bachelor degree or equivalent</th>
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<tbody>
<tr>
<td><strong>Education - Additional Comments</strong></td>
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<tr>
<td>Bachelor's degree in data science, computer science, statistics, mathematics, economics or related discipline with a strong quantitative and computational background. Master’s degree strongly preferred.</td>
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<td><strong>Required experience</strong></td>
<td>48 months</td>
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<tr>
<td><strong>Experience Remark</strong></td>
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<tr>
<td>• Bachelor’s degree in data science, computer science, statistics, mathematics, economics or related discipline with a strong quantitative and computational background. Master’s degree strongly preferred.</td>
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<tr>
<td>• Minimum four years of relevant professional experience, or two years’ experience with a Master’s Degree.</td>
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<tr>
<td>• Demonstrated experience in data production, data management, metadata, quality control, data cleaning and validation, and publishing, particularly for time series data.</td>
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<tr>
<td>• Domain expertise in one or more subject areas of development data, such as behavioral science, socio-economic statistics and other related field would be considered a plus.</td>
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<td>• Strong communication skills, including the ability to clearly and concisely articulate complex ideas both in writing and verbally. Demonstrated experience in giving presentations to a range of different audiences.</td>
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<td>• Strong interpersonal skills, particularly the ability to comfortably work across diverse teams and cultural backgrounds to understand a range of perspectives and communicate effectively.</td>
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<td>• Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines;</td>
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<td>• Sound security awareness;</td>
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<tr>
<td>• Have affinity with or interest in community support at the field level, volunteerism as a mechanism for durable development, and the UN System.</td>
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**Language**

- English (Mandatory), Level - Fluent
- AND - Arabic (Mandatory), Level - Fluent

**Area of Expertise**

- Database design, administration and maintenance Optional

**Area of Expertise Requirement**

**Need Driving Licence**

- No

**Competencies & Values**

**We are inspiration in action**

The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).
Conditions of Service and other information

Condition of Service

Click here to view Conditions of Service

Conditions of Service:


The rapidly changing nature of novel coronavirus COVID-19 has placed significant and increasing restrictions on the freedom of movement of people, even within countries. Such restrictions may affect the ability national UN Volunteers to begin their assignments at their assigned duty station or limit the ability to enter UN premises. Thus, UNV cannot guarantee assignments will proceed as normal.

Candidates for national UN Volunteer assignments requiring travel to the duty station may be exceptionally granted during this period alternative working arrangements to work from their place of recruitment until restrictions are lifted. Candidates for national UN Volunteer assignments may also need to begin their assignments remotely in cases where access to UN premises is restricted. These are decisions at the discretion of the host entity. Candidates proceeding to interview are recommended to discuss travel requirements, any restrictions, and possible alternative arrangements with the host entity. If selected, candidates should carefully consider the circumstances before accepting UNV’s offer.
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.

Travel to duty station (if applicable) and a Settling-In-Grant will be provided in the event the duty station is not within commuting distance from the place of recruitment. The applicable Volunteer Living Allowance is provided monthly to cover housing, utilities and normal cost of living expenses. Life, health and permanent disability insurance are included (health insurance for up to 3 dependents), as well as final repatriation (if applicable) and resettlement allowance for satisfactory service.

Furthermore, in non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, a Well-Being Differential (WBD) on a monthly basis will be provided.

For UN Volunteer entitlements, kindly refer to the link https://vmam.unv.org/calculator/entitlements

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 and official processes;

- 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;

- Any necessary security measures, ensuring that UN Volunteers are covered by the United Nations Security Management System (UNSMS) in line with the UNDSS Security Policy Manual;

- 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**

KWTR000007-7307

**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.
This is a national UN Volunteer assignment, therefore only nationals of Kuwait and legal residents in Kuwait with the status of refugee or with the status of being stateless are eligible to apply.

Application deadline: 05-July-2020

doa.apply_url https://vmam.unv.org/candidate/show-doa/S1dUUjAwMDAwNw==

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.