UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

MOZR000625–Monitoring and Evaluation 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>Mozambique</th>
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<tbody>
<tr>
<td>Host Institute</td>
<td>World Health Organization</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>3 months</td>
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<tr>
<td>Expected Starting Date</td>
<td>Immediate</td>
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<tr>
<td>Duty Station</td>
<td>Maputo [ MOZ]</td>
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Living Conditions

Mozambique has a total population of about 29 million people and is located on the southeast coast of Africa. To the East, is the Indian Ocean, Tanzania, Malawi and Zambia is to the north, to the west is Zimbabwe and South Africa and to the South, Swaziland and South Africa. The total area of Mozambique is 799 380 Km square from North to South. It is tropical hot and humid. The hottest and wettest months in Maputo are December to February, when the average daily minimum temperatures are around 22°C and the average daily highs of 30°C. The rain season is between October and April. Winters (June to August) are mild with the average daily temperature ranging from 13°C to 24°C. Basic health facilities and food are available everywhere. The security situation is reliable, but some precaution is needed at the same time. Communication and transport services are available at various costs. Regarding accommodation and food, houses and apartments can be rented from US$ 600 to US$ 1,000 per month and meals at the restaurant cost between US$ 10 and US$ 30. Food, household commodities and clothing can be found in
shops and local markets at reasonable prices. An entry visa is required for all travelers and must be obtained from Mozambican Embassy prior to travelling. The metical is the local currency and exchange rate stands at USD 1 equivalent to about 58 meticais (MZN) as per August 2018. Commercial banks are operational in the country and Visa cards are accepted in very limited hotels. Maputo is categorized as a family duty station offering a variety of different accommodation options. It has a vibrant international community whilst also providing excellent opportunities to work in a national, Mozambican context.

**Assignment Details**

**Assignment Title**  Monitoring and Evaluation Officer

**Organizational Context & Project Description**

In the context of the WHO Health Emergencies incident management system, the incumbent will systematically track the evolution of the incident, as well as the response, within the defined strategy. This involves defining the indicators and source(s) of information, gathering and interpretation of related data to ensure that the response is on track, analyse implementation gaps and recommend solutions, advocate the application of the results chain and promotion of best practices.

**Sustainable Development Goals**  4. Quality Education

**Task description**

During deployment, the duties may be modified, based upon the technical needs of the Programme.

Reporting to the Information Management Team Lead, under the overall guidance of the Incident Manager and the Head, WHO Country Office (WCO), and working closely with counterparts at the respective Regional Office and HQ; the UN Volunteer will undertake the following tasks:

- Facilitate the monitoring of the incident at the country level, design methodologies, tools, and indicators for monitoring the implementation of projects and operations; evaluating the quality of outputs including the management, coordination, effectiveness and resource mobilization of multisectoral emergency prevention, preparedness, response and recovery action plans and programmes.

- Provide technical support to the different health clusters in identifying public health baselines, health specific interventions that are evidence based; synergize the integration and incorporation into related work plans, ensuring compliance with existing reporting requirements.

- Determine the data information elements that are required internally and externally to support the health sector/cluster coordination and decision-making, design standardized methods of capturing and consolidating evidence based health interventions and document lessons learnt, best practices and trend analyses for promoting accountability, responsiveness and transparency.
• Build and strengthen national capacities for monitoring and evaluation of national health programmes, through conducting needs assessment, defining training needs, develop strategies to achieve targets and facilitate implementation of training activities.

• Assess the impact and effectiveness of responding to health emergencies at the national level, evaluate the relationship between emergency programmes and operational structures in WCO; identify gaps, recommend capacities required to improve effectiveness; suggest remedial actions to allow greater predictability, accountability, and partnerships.

• Prepare background documents, concept papers, situation analysis, develop monthly technical reports assessing the implementation of related programmes.

• Facilitate the operational planning and reporting of related health emergencies activities, verify results-oriented formulations and brief technical leads on proper submissions that culminate in approved operational work plans, and their subsequent programmatic monitoring, evaluation and reporting.

• Perform any other related incident-specific duties, as required by the functional 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

• The mission of WHO’s Health Emergencies Programme (The Programme) is to help countries, and to coordinate international action, to prevent, prepare for, detect, rapidly respond to, and recover from outbreaks and emergencies;

• The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counterparts, 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 development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities
• 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

Bachelor degree or equivalent

### Education - Additional Comments

**Essential**

- First level university degree in information management, public health, epidemiology, economics, international development, life sciences, public or business administration from an accredited and recognized academic institution, is required.

**Desirable**

- Advanced university degree (Master’s level or above) in information management, public health, epidemiology, economics, international development, public or business administration.

- Certified training in monitoring and evaluation, is desirable.

### Required experience

60 months

### Experience Remark

**Essential**

- At least five (5) years of relevant professional work experience, at the national and international level, in the design and implementation of monitoring and evaluation strategies, methodologies and tools, including experience in emergency operations or humanitarian context, is required.

**Desirable**

- Prior work experience at the field level, in emergency disaster and health outbreak response or humanitarian, with WHO/UN system, health cluster partners, relevant nongovernmental or humanitarian organizations, is desired.

### Language Skills
Need Driving Licence: No

Competencies & Values:
- Adaptability and Flexibility
- Commitment to Continuous Learning
- Communication
- Respect for Diversity
- Working in Teams

Functional Knowledge and Skills:
- Demonstrated knowledge of principles, disciplines and techniques to implement monitoring and evaluation strategies;
- Good research and documentation skills especially for ‘best practices’ in organizational change;
- Proven ability to make recommendations related to work-processing approaches and procedures which would lead to more efficient systems design;
- Advanced ability to gather, analyse and disseminate information on best practice in accountability and results-based management systems.

Area of Expertise Requirement:
- Monitoring and evaluation Mandatory
- Emergency response, immediate relief operations, and post-conflict humanitarian aid operations Mandatory
- Other health related experience Optional

Conditions 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$ 1,631. 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:
Application Code

MOZR000625-4527

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: 12 May 2019

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.