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>Nepal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Host Institute</td>
<td>United Nations Children’s Fund</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 15-04-2021</td>
</tr>
<tr>
<td>Expected Starting Date</td>
<td>Immediate</td>
</tr>
<tr>
<td>Duty Station</td>
<td>Kathmandu [NPL]</td>
</tr>
<tr>
<td>Assignment Place</td>
<td>Kathmandu [NPL]</td>
</tr>
<tr>
<td>Assignment Place Remark</td>
<td>Family Duty Station</td>
</tr>
</tbody>
</table>

N/A

Living Conditions

Nepal is a country with a population of 28.4 million in 2016 and with annual growth rate 1.35 per cent. It is in the middle of “demographic window of opportunity” with 40 per cent under the age of 18 years. GDP per capita is US$ 853 as of 2017 which categorize the country as a Least Developed Country. It is planning to graduate to a Middle-Income Country by 2030. In terms of poverty reduction, the country reduced the percentage of population below poverty line from 42 per cent in 1995 to 21.6 per cent in 2015. At the same time, the country does not have major industrial base for development. Remittance is the largest source of foreign exchange and equivalent to 30 per cent of GDP as of 2014.
A key feature of Nepal is its diversity. There are over 126 ethnic groups and castes and 92 different languages spoken in 3 distinctively different ecological zones, i.e. Terai (plain area bordering India), Hills and Mountains. Another key word is vulnerability. The country has been regularly affected by a wide range of natural disasters including landslides, floods, earthquakes and impact of climate changes. The country is in the middle of transition and from a unitary state to a federal state with substantial devolution of powers to local governments after the promulgation of the constitution in 2015 and multiple rounds of local election in 2017.

Nepal offers many places of natural beauty and people that are welcoming and interested to engage with foreigners. Kathmandu is rapidly catching up with the 21st century and has become a fragrant mix of heritage sites and modern life. Kathmandu is a safe place to live for foreigners, however traffic and seasonal air pollution are recognized hazards. Living conditions should expected to be basic and although commodities like water and electricity have vastly improved over the last years, these are not at all times guaranteed. It is relatively easy to get out of the city into the hills around it through which you can access some of the national parks like Shivapuri. This makes Nepal a unique country and the UNV placement a unique opportunity in terms that the volunteer will be placed within one of the institutions (The Ministry of Education, Science and Technology) that is at the centre of the current ongoing federal transition. Given the state of flux in which daily radical changes in the country’s institutional structure are a reality, flexibility and the ability to keep an eye on the goal at the horizon, while frequently changing direction are prerequisites to make a meaningful contribution to the larger process at hand.

Assignment Details

<table>
<thead>
<tr>
<th>Assignment Title</th>
<th>ESP Liaison Officer</th>
</tr>
</thead>
</table>

Organizational Context & Project Description

UNICEF began operations in Nepal from its New Delhi office in 1964 and established the Nepal Country Office (NCO) in 1972. Over five decades of partnership, UNICEF in Nepal has contributed towards many strides the country has taken. The focus of programmes has continuously changed over the years to meet the changing needs of children, adolescents and women in Nepal. UNICEF has been a key partner for Government of Nepal in meeting its commitments towards women and children against global agendas and goals. The NCO supports the country in the areas of education, health, water and sanitation, nutrition, child protection and social policy. Besides this, the NCO also provides cross-sectoral expertise on communications for development and planning, monitoring and evaluation. The NCO education section works closely with the Nepal Ministry of Education, Science and technology and its line agencies, as well with International/ Non-Governmental Organizations (I/NGOs) and Civil Society Organizations (CSOs). The Nepal education sector has a fairly well-established Sector-Wide Approach (SWAp) in education sector over the last several years, through which education sector plans are developed and reviewed within the Local Education Group (LEG), most recently being the School Sector Development Plan (SSDP) for the period of 2016/17 to 2022/23. The implementation of the SSDP is supported by UN agencies (UNESCO,
UNFPA, UNICEF, UN Women and WFP) in addition to major bilateral donors (USA, Norway, Finland, Japan), multilateral banks (World Bank, Asian Development Bank, European Union), and non-state actor associations.

For this placement, the volunteer will be stationed in Ministry of Education, Science and Technology in Kathmandu, with the expectation that you will partake in trips and field visits to different parts of the country. Furthermore, the volunteer is expected to visit the Centre for Education and Human Resource Development (CEHRD) 2-3 times a week, as this is the agency responsible for the implementation of the country’s education sector plan and as the majority of the Technical Assistance for the education sector is embedded here. The CEHRD is located in Bhaktapur (about a 40-minute bus drive from the centre).

**Sustainable Development Goals**

**Task description**

Under the direct supervision of Chief of Education, the International UN Youth Volunteer will:

- support the Ministry of Education, Science and Technology (MoEST)’s Development Assistance Coordination Section (DACS) in the preparation and undertaking of its role as the ESP Secretariat;
- Support DACS on coordination with the Local Education Group relating to the education sector analysis and planning activities
- Coordinate with the UNICEF education sector planning specialist in the engagement, analysis and planning processes.
- Support the development of the communication and stakeholder engagement strategy
- Support the ESP secretariat in its coordination of the ESP thematic working groups
- Support the ESP secretariat in preparing progress reports to the ESP technical committee
- Support the ESP thematic working groups leads and co-leads to synthesize learning and supporting research on key results area during the development of the thematic approach papers and option papers.
- Any other related tasks as may be required or assigned by the supervisor.

Furthermore, UN Volunteers are encouraged to integrate the UN Volunteers programme mandate within their assignment and promote voluntary action through engagement with communities in the course of their work. As such, UN Volunteers should dedicate a part of their working time to some of the following suggested activities:

- 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 self-reports on UN Volunteer actions, results and opportunities.
- Contribute articles/write-ups on field experiences and submit them for UNV publications/website, 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.

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

• Increased capacity of government counterparts to undertake their roles and responsibilities towards the education sector analysis and planning processes
• Improved coordination within the sector wide approach
• 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/Requirements

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

Education - Additional Comments

• Academic; Master’s degree in the field of education or development
• Demonstrated 6 years of working experience in education and development
• Experience in working in development country settings
• Working experience in education
Required experience 24 months

Experience Remark

- Academic; Master’s degree in the field of education or development
- Demonstrated 6 years of working experience in education and development
- Experience in working in development country settings
- Working experience in education
- Good interpersonal, networking and communication skills;
- Willingness to contribute and work as part of a team;
- Flexible and open to learning and new experiences;
- Respect for diversity and adaptability to other cultures, environments and living conditions;
- Strong writing and analytical skills
- Computer skills (i.e. Word, Excel, PowerPoint, social media, and others)

In addition, preference is given to candidates that:

- Have worked in education in a development setting will be considered an asset;
- Understand the Nepal education sector and government structure

Have previous experience as a volunteer and/or experience of another culture, (i.e. studies, volunteer work, internship) would be highly regarded;

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

Area of Expertise
- Other development programme/project experience Mandatory

Area of Expertise Requirement

- Academic; Master’s degree in the field of education or development
- Demonstrated 6 years of working experience in education and development
- Experience in working in development country settings
- Working experience in education
- Good interpersonal, networking and communication skills;
- Willingness to contribute and work as part of a team;
- Flexible and open to learning and new experiences;
- Respect for diversity and adaptability to other cultures, environments and living conditions;
- Strong writing and analytical skills
- Computer skills (i.e. Word, Excel, PowerPoint, social media, and others)

In addition, preference is given to candidates that:

- Have worked in education in a development setting will be considered an asset;
- Understand the Nepal education sector and government structure
- Have previous experience as a volunteer and/or experience of another culture, (i.e. studies, volunteer work, internship) would be highly regarded;

Need Driving Licence: No

Competencies & Values

- Adaptability and Flexibility
- Commitment to Continuous Learning
- 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:

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
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**  
NPLR000139-6693

**Application procedure**

Eligible candidates must be between 18 and 29 years of age throughout the duration of their service.

* 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: 30 March 2020

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

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.