

## UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

### PSER000136--Human Rights Associate

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

<b>Country of Assignment</b>	State of Palestine
<b>Host Institute</b>	UN Office of the High Commissioner for Human Rights
<b>Volunteer Category</b>	National Specialist
<b>Number of Volunteer</b>	1
<b>Duration</b>	6 months
<b>Possibility of Extension</b>	Yes
<b>Expected Starting Date</b>	15-11-2020
<b>Duty Station</b>	Ramallah [PSE]
<b>Assignment Place</b>	Non-Family Duty station
<b>Assignment Place Remark</b>	

### Living Conditions

The duty station for the assignment will be Ramallah.

As is the case for UN staff and partners, the volunteer will be responsible for arranging his/her own housing and other living essentials. National UN Volunteers are part of the malicious insurance plan.

Settling-In-Grant will be provided in the event duty station is not within commuting distance from the place of recruitment. A Volunteer Living Allowance (VLA) of ILS 4724.83 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.

# Assignment Details

**Assignment Title** Human Rights Associate

## Organizational Context & Project Description

The OHCHR field presence in the occupied Palestinian territory was established in 1996 to implement the mandate of the UN High Commissioner for Human Rights to promote and protect the effective enjoyment and full realization of all human rights and fundamental freedoms by all people in the OPT without discrimination. This mandate includes monitoring and reporting, technical assistance and capacity-building for the Palestinian Authority and civil society. OHCHR oPt is specifically mandated by Human Rights Council resolutions S-9/1 and S-12/1 of 2009 to monitor and report regularly on the human rights situation in the OPT, including East Jerusalem. Pursuant to its mandate, OHCHR submits periodic reports to the Human Rights Council and the General Assembly and informs discussions within other United Nations bodies. In addition, OHCHR oPt is the coordinator of the Humanitarian Protection Cluster. This UNV position is foreseen to support the monitoring and reporting function of OHCHR oPt, in particular in the West Bank, including East Jerusalem.

**Sustainable Development Goals** 16. Peace, Justice and Strong Institutions

## Task description

Under the overall supervision of the Deputy Head of Office/Head of Monitoring, and the direct guidance of the Human Rights Officer responsible for the monitoring of the West Bank, the UN Volunteer will undertake the following tasks:

- Assist in the gathering of information and documentation of specific cases of human rights violations, including supporting in the interviewing of victims and witnesses;
- Assist in the compilation and analysis of situational information on the human rights situation in the West Bank, including East Jerusalem, including for the daily situation reports, biweekly reports and other internal reporting;
- Assist in the compilation, organisation and analysis of data on human rights issues in the oPt;
- Assist the office in the maintenance of a strong network of local partners for the regular exchange of information, including through social media and other means;
- Assist upon request in the capacity-building and protection cluster activities, including organisation of meetings and field visits, communication with partners, and related tasks;
- Assist the office to ensure the integration of gender perspectives and attention to specific women rights issues within all OHCHR activities;
- Assist in drafting and preparing public information material including social media updates, PowerPoint presentations and other written material.

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

- A practical understanding of how OHCHR works in the field and how the UN works on humanitarian, development and human rights issues in-country.
- Good understanding and practical applied knowledge of the methodology of human rights monitoring.
- 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

T. +49 (0) 228-815 2000

A. PO Box 260111, 53113 Bonn, Germany

F. +49 (0) 228-815 2001

W. [www.unv.org](http://www.unv.org)

*We are inspiration in action*

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

# Qualifications/Requirements

---

**Required Degree Level** Master degree or equivalent

**Education - Additional Comments**

Master degree **preferably in law, human rights, political or social sciences or other relevant field**

**Required experience** 36 months

**Experience Remark**

- Knowledge of human rights and experience in monitoring human rights issues is required
- Knowledge of and experience working on women's rights issues desirable.
- Fully proficient computer skills including use of relevant software and other applications, e.g. word processing, spreadsheets, internal databases, internet mining, etc;

**Language**

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

**Area of Expertise**

- Emergency response, immediate relief operations, and post-conflict humanitarian aid operations Mandatory

**Area of Expertise Requirement**

**Need Driving Licence** No

**Competencies & Values**

- Accountability
- Adaptability and Flexibility
- Building Trust
- Client Orientation
- Commitment and Motivation
- Communication
- Ethics and Values
- Integrity
- Knowledge Sharing
- Respect for Diversity
- Technological Awareness
- Working in Teams

# Conditions of Service and other information

---

**Condition of Service** [Click here to view Conditions of Service](#)

T. +49 (0) 228-815 2000  
F. +49 (0) 228-815 2001

A. PO Box 260111, 53113 Bonn, Germany  
W. [www.unv.org](http://www.unv.org)

*We are inspiration in action*

**Conditions of Service:**

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, 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 (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 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.
- 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**

PSER000136-7748

**Application procedure**

This is a National Specialist UN Volunteer assignment with monthly VLA payment of ILS 4724.83. Only applications from "Palestinians" living in Jerusalem and West Bank will be considered.

**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 with Application Code.

\* 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. Lastly, select the special call with Application Code .

You can only apply if you have created your profile at <https://vmam.unv.org/candidate/signup>

Watch this video for the specific steps you must follow: [https://www.youtube.com/watch?v=VT5uJ\\_FoIWU](https://www.youtube.com/watch?v=VT5uJ_FoIWU)

**doa.apply\_url**<https://vmam.unv.org/candidate/show-doa/UFNFUjAwMDEzNg==>**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.*