UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

SDNR000277--Y-Peer 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

Country of Assignment: Sudan
Host Institute: United Nations Population Fund
Volunteer Category: National Specialist
Number of Volunteer: 1
Duration: 12 months
Expected Starting Date: Immediate
Duty Station: Khartoum [SDN]
Assignment Place: Family Duty Station
Assignment Place Remark: Family Duty Station

Living Conditions

[Provide brief description of relevant living conditions in duty station – e.g. security situation, access and air travel, climate, alcohol use, cost of living, accommodation options, availability of food/water/electricity, medical facilities, banking facilities, communications infrastructure, etc.]

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
Assignment Title: Y-Peer Officer

Organizational Context & Project Description

The Y-Peer Officer is expected to work under the direct supervision of the Population and Development Programme Specialist; she/he will work closely with the Y-Peer Focal points in the states and with UNFPA Programme staff in providing them with programmatic support to incorporate the relevant Y-Peer interventions across all over UNFPA’s programmatic areas. This will be achieved through active involvement and participation in all the relevant country office and national planning and implementation, monitoring, and acknowledge sharing processes.

Sustainable Development Goals

8. Decent work and Economy Growth

Task description

Within the delegated authority and under the supervision of UNFPA Population and Development Programme Specialist or his/her designated mandated representative(s), the Y-Peer Officer will:

- Coordinate all Y-PEER related activities (trainings, meetings, development of Y-PEER publications, web-site update, etc.) on national level and assist the UNFPA CO in the planning, implementation, monitoring, and evaluation of said activities.
- Ensure Y-PEER promotion on the national as well as regional/international level and ensure greater representation of different NGOs and other institutions that work on youth sexual and reproductive health promotion and HIV/AIDS/STIs prevention in the Y-PEER Network.
- Ensure equal opportunity for participation of all organizations/institutions and individuals that are part of the Y-PEER National Network in all Y-PEER related activities both on national and regional/international level.
- Provide updates and input for Y-PEER web site and contribute articles for the Y-PEER Newsletter
- Manage Y-PEER National list-serve, generate forum discussions, and update it with new members.
- Assist UNFPA CO in the selection process and recruitment of young people to participate at different Y-PEER related activities both on national and regional/international level.
- Advice UNFPA CO on the content, design, dissemination and use of Y-PEER materials and communicate the above mentioned with Y-PEER national network for input and suggestions.
- Write monthly report of the activities and accomplishments of the Y-PEER National Network and share it with the supervisors.
- Collaborate with Y-PEER International Coordinators and other Focal Points, coordinate, and communicate national updates and activities with them.
- Assist mainstreaming Y-PEER activities and plans with the new country program document and its consequent programs.
- Assist in identifying and maintaining partners of the established y-peer network/s at Federal and state levels.
- Assist UNFPA CO in establishment process of national youth Advisory panel and follow up with committee after its establishment.
- Support the UNFPA Youth Analyst for Y-peer issues and in other relevant activities as necessary.
• 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/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.

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 UNFPA team member, efficient, timely, responsive, client-friendly and high-quality support rendered to UNFPA and its beneficiaries in the accomplishment of her/his functions, including:

• Tangible impact on the efficiency of the Data unit in specific and UNFPA response in youth related issue, providing accurate analysis and presentation of information,
• 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 developed
• 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

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<th>Required Degree Level</th>
<th>Bachelor degree or equivalent</th>
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<tr>
<td>Education - Additional Comments</td>
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<tr>
<td>Relevant experience in health promotion, training and education;</td>
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<td>Initiative and sound judgment and demonstrated ability to work in harmony with different national and cultural backgrounds.</td>
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Language

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

Area of Expertise

- Public health Mandatory
• Other educational, teaching or training experience Mandatory
• Youth and sports Mandatory

Area of Expertise Requirement

Need Driving Licence No

Competencies & Values

• Adaptability and Flexibility
• Commitment and Motivation
• Commitment to Continuous Learning
• Communication
• Integrity
• Professionalism
• Working in Teams

Conditions of Service and other information

Condition of Service

Click here to view Conditions of Service

Conditions of Service:

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: SDNR000277-5972
Application procedure: doa.apply_url
https://vmam.unv.org//candidate/show-doa/U0ROUjAwMDI3Nw==

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.