UN VOLUNTEER DESCRIPTION OF ASSIGNMENT
SSDR001469--WASH Assistant

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: South Sudan

Host Institute: UN High Commissioner for Refugees

Volunteer Category: National Specialist

Number of Volunteer: 1

Duration: 12 months

Possibility of Extension: Yes

Expected Starting Date: Immediate

Duty Station: Yida [SSD], Jam jang

Assignment Place: Family Duty Station

Assignment Place Remark

Living Conditions

Jam Jang is classified as security level 4 non-family duty station. The general security situation is calm with conducive working environment to UN and humanitarian partners. However, due to several factors, the security environment is one of the main challenges for the staff safety and operations in the area. Therefore, like in other duty stations in South Sudan, all staff are required to undergo a SSARF training. Staying in the compound is regulated by a curfew in effect during the night and the requirement to answer daily radio checks. There is a UN imposed curfew from 7:00 pm to 6:00 am.

The climate of Jamjang is relatively hot with heavy rains during rainy season (April to November) and hot/dusty conditions in dry season (December to March). Yet, mornings may be cool, sometimes foggy, in rainy season. Climatic conditions are harsh, and despite fumigation of the compound, insects are present in the environment. All staff members in Sub Office Jamjang reside in the office/Guesthouse compound where a curfew is in effect during the night. There is a system of Primary Health Care Centers in the refugee sites (Yida, Ajuong Thok and Pamir) serving refugees where basic medical attention may be obtained in case of emergency.
as well as an upgraded health institution in Pariang referred to as Pariang state Hospital all supported by UNHCR. However, medical
tavel to Juba may be required and authorized upon the referral in case of serious illness. Candidates with conditions requiring regular
treatment or medical supervision should be appropriately advised by UNHCR Medical Service. Available commercial mobile telephone
network in AOR is Zain. Staff also have access to office VSAT or internet-based voice calls such as VIBER/ WhatsApp (within the office
compound where broadband Wi-Fi internet connection is available). The area has limited choice in terms of foodstuff, vegetables and
fruits are mostly not available; the office has cafeteria services managed by a cafeteria committee, serving 3 meals per day. There are
no operational Banks or any other form to access money in JamJang. Staff are advised to carry enough cash to see them through to
the next R&R. The staff will be accommodated at the UNHCR JamJang Guest house compound at a cost sharing basis. Relatively
well-equipped Gym is available within the office/ accommodation compound. DSTV is installed in the common TV room (cafeteria
space). UNHAS flight which flies three times a week is the only means of commuting between Jam-Jang and Juba. These flights may
be interrupted during heavy rain or if unsafe. National UN Volunteers are part of the malicious insurance plan.

South Sudan is a unique country and JamJang is a unique operation. It provides for an interesting and enriching environment, but also
requires a mature level of cultural awareness, as well as more stamina and commitment than elsewhere to make life comfortable and
affordable. Therefore, flexibility and the ability and willingness to live and work in harsh and potentially hazardous conditions, involving
physical hardship and little comfort, are essential

### Assignment Details

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<tr>
<th>Assignment Title</th>
<th>WASH Assistant</th>
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#### Organizational Context & Project Description

The office of the UNHCR was established on 14 December 1950 by the UN General Assembly. The agency is mandated to provide
protection (Including assistance) and seek durable solutions for refugees. The South Sudan Operations is currently involved in the
return of the Internally Displaced People from the north as well as refugees from countries surrounding South Sudan. Most of them
come from DR Congo, fleeing the violence of the Lord’s Resistance Army.

As of January 2021, South Sudan hosts some 299,315 refugees, approximately 93% of whom originate from neighboring Sudan, 5%
from the Democratic Republic of the Congo, 1% from Ethiopia, and 1% from the Central African Republic. UNHCR Representation in
South Sudan currently undertakes a Biometric Information Management System to register all active refugee cases and, at the same
time, gives support to field locations due to the continuous influx of new arrivals from some parts of Sudan and the need for periodic
mass-verification in camp-locations. Documentation is prioritized as a key protection tool, facilitating freedom of movement for persons
of concern, providing confirmation of legal status, and ensuring access to basic services.

#### Sustainable Development Goals

1. **Sustainable Development Goals:** 6. Clean Water and Sanitation

#### 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.

Sustainable Development Goals 6. Clean water and Sanitation

Task description

Within the delegated authority and under the supervision of WASH Officer or his/her designated mandated representative(s), the UNV WASH Assistant will:

Strategy and Policy

- Support the implementation of UNHCR’s Strategic Plan for WASH activities.
- Adapt internationally accepted standards, policies, and guidelines for WASH accordingly to the unique situation of UNHCR’s persons of concern and the country context.
- Ensure UNHCR WASH standards are respected in the delivery of WASH services to UNHCR PoCs.

Technical Assistance

- Consolidate and provide technical guidance, in consultation with WASH Officer, and support to partners on all WASH-related issues to ensure quality, cost-effectiveness, sustainability and environmental soundness in their implementation.
- Support the WASH Officer and Field Associate-WASH in Jam-Jang sub office in acting as focal person on water, sanitation and hygiene promotion issues within UNHCR and liaise governmental and nongovernmental counterparts.
- Review on a regular basis the quantity and quality of water, sanitation and hygiene services delivered and ensures the maintenance of records of WASH performance indicators for all locations.
- Review performance, undertake field verifications, monitor development and evaluate activities and approaches adopted by partners in WASH and related sectors, sharing the results with the WASH Officer in Jamjang.
- Formulate appropriate designs and corrective measures with a particular focus on hygiene promotion, public health risk prevention and reduction as well as natural resources management, in consultation with the WASH Officer, Jam-Jang and UNHCR Jam-Jang sub office.
- Promote PoC involvement and participation in all the different stages of the WASH project cycle.
- Liaise with other sectors, particularly Site Planning, Health, Nutrition, Protection, Community Based Protection and Field, to locate, plan, implement and monitor WASH activities.
- Ensure that regular and accurate reports that analyze the challenges encountered in providing WASH services for beneficiaries are prepared and circulated.
- Participate in the preparation of all reports for management, donors, partner budget reviews, camp Water Monitoring System (WMS)/report cards, programme analysis, weekly, monthly, annual reports etc. in a timely manner.
- Provide technical advice to the WASH Officer in Jamjang and UNHCR Jamjang Sub Office Management on any WASH related issues.
- Support the WASH Officer and Field Associate - WASH to lead the WASH sector coordination.

Advocacy

- Advocate on all issues relating to WASH and refugees and other persons of concern to UNHCR both within and outside of UNHCR.
- Work with others in UNHCR to advocate for access to refugees and other persons of concern to WASH services in national and regional plans and proposals.

Any other related tasks as may be required or assigned by the supervisor

Furthermore, UN Volunteers are required to:- Strengthen their knowledge and understanding of the concept of volunteerism by reading
Qualifications/Requirements

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

- WASH field monitoring visits regularly carried-out; and reports submitted timely with high-quality documenting progress of implementation of UNHCR WASH activities in the field.
- UNHCR WASH information management system updated with accurate and complete information.
- WASH related reports from Partners’ regularly reviewed, communicated, and action points followed up.
- Training materials and capacity building events supported to strengthen UNHCR WASH partners’ capacity and quality of intervention.
- Innovative approaches to WASH activities supported and documented.
- 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

Required Degree Level

Bachelor degree or equivalent

Education - Additional Comments

- Bachelor’s degree in a relevant area of Public Health, Civil Engineering, Environmental Sciences, Geology, Hydrology, Sanitation Engineering, Public administration or a field relevant to international WASH related development assistance

Required experience

36 months

Experience Remark

- At least 3 years of professional work experience at the national and/or international level in WASH related programs or other relevant programmes; experience with refugee or camp setting WASH programs is an asset, as is experience working in the UN or other international development organization;
- Additional training in Health Education or Communication for Development (Programme Communication), an asset.
- Experience in project cycle management, partnerships, exit strategy and sustainability of WASH projects is essential.
- Background/familiarity with Emergency preparedness and response (and the IASC Cluster approach).
Experience in borehole drilling, installation and operation of submersible pumps and solar-powered water systems.

Desired/mandatory required technical knowledge:

- Excellent oral and written skills; excellent drafting, formulation, reporting skills;
- Accuracy and professionalism in document production and editing;
- Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, religious and youth organizations, and authorities at different levels; familiarity with tools and approaches of communications for development;
- Ability to work and adapt professionally and effectively in a challenging environment; ability to work effectively in a multicultural team of international and national personnel;
- Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet; familiarity with database management; mapping; Auto CAD; and office technology equipment;
- Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines;
- Sound security awareness;
- Have affinity with or interest in protection of refugees, humanitarian relief, volunteerism as a mechanism for durable development, and the UN System.

Language

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

Area of Expertise

- Civil engineering and construction supervision Optional
- Water, sanitation and environmental engineering Mandatory

Area of Expertise Requirement

- professional work experience at the national and/or international level in WASH related programs or other relevant programmes; experience with refugee or camp setting WASH programs is an asset, as is experience working in the UN or other international development organization;
- Additional training in Health Education or Communication for Development (Programme Communication), an asset.
- Experience in project cycle management, partnerships, exit strategy and sustainability of WASH projects is essential.
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Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines;

Sound security awareness;

Have affinity with or interest in protection of refugees, humanitarian relief, volunteerism as a mechanism for durable development, and the UN System.

b) Competencies and values:

- Professionalism: demonstrated understanding of operations relevant to UNHCR; technical capabilities or knowledge relevant or transferrable to UNHCR procedures and rules; discretion, political sensitivity, diplomacy and tact to deal with clients; ability to apply good judgement; ability to liaise and coordinate with a range of different actors, especially in senior positions; where appropriate, high degree of autonomy, personal initiative and ability to take ownership; resourcefulness and willingness to accept wide responsibilities and ability to work independently under established procedures; ability to manage information objectively, accurately and confidentially; responsive and client-oriented;

- Integrity: demonstrate the values and ethical standards of the UN and UNHCR in daily activities and behaviours while acting without consideration of personal gains; resist undue political pressure in decision-making; stand by decisions that are in the organization’s interest even if they are unpopular; take prompt action in cases of unprofessional or unethical behaviour; does not abuse power or authority;

- Teamwork and respect for diversity: ability to operate effectively across organizational boundaries; excellent interpersonal skills; ability to establish and maintain effective partnerships and harmonious working relations in a multi-cultural, multi-ethnic, mixed-gender environment with sensitivity and respect for diversity; sensitivity and adaptability to culture, gender, religion, nationality and age; commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of UN operations; ability to achieve common goals and provide guidance or training to colleagues;

- Commitment to continuous learning: initiative and willingness to learn new skills and stay abreast of new developments in area of expertise; ability to adapt to changes in work environment.

- Planning and organizing: effective organizational and problem-solving skills and ability to manage a large volume of work in an efficient and timely manner; ability to establish priorities and to plan, coordinate and monitor (own) work; ability to work under pressure, with conflicting deadlines, and to handle multiple concurrent projects/activities;

- Communication: proven interpersonal skills; good spoken and written communication skills, including ability to prepare clear and concise reports; ability to conduct presentations, articulate options and positions concisely; ability to make and defend recommendations; ability to communicate and empathize with staff (including national staff), military personnel, volunteers, counterparts and local interlocutors coming from very diverse backgrounds; capacity to transfer information and knowledge to a wide range of different target groups;

- Flexibility: adaptability and ability to live and work in potentially hazardous and remote conditions, involving physical hardship and little comfort; to operate independently in austere environments for protracted periods; willingness to travel within the area of operations and to transfer to other duty stations within the area of operations as necessary;

- Genuine commitment towards the principles of voluntary engagement, which includes solidarity, compassion, reciprocity and self-reliance; and commitment towards UNHCR’s mission and vision, as well as to the UN Core Values.
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 (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**

SSDR001469-8934

**Application procedure**

* Not yet registered in the UNV Talent Pool?  
Please 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?  
Please 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: 14 March 2021**

[doa.apply_url](https://vmam.unv.org//candidate/show-doa/U1NEUjAwMTQ2OQ==)

**Disclaimer**

1 Mar 2021
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.