General Information

Country of Assignment: South Sudan

Host Institute: United Nations Mission in South Sudan

Volunteer Category: International Specialist

Number of Volunteer: 1

Duration: until 30-06-2022

Expected Starting Date: Immediate

Duty Station: Aweil [SSD]

Assignment Place: Non-Family Duty station

Assignment Place Remark

Assignment is non-family duty station.

Living Conditions

Living conditions vary between UNMISS duty stations. Each duty station where UNMISS has a field presence has basic residential camp facilities, which includes running water and electricity. Candidates should be aware that accommodation may be austere with the possibility of water shortages and power blackouts. On arrival in Juba accommodation will be on a share basis. Ablutions will also be shared. As the accommodation situation improves single unit accommodation, with an attached ablution, should become available in all locations. Hard wall accommodation is available in Juba.

All UNMISS duty stations apart from Entebbe, Uganda are considered non - family duty stations. The security level of UNMISS duty stations is classified by the UN Department of Safety and Security (UNDSS) who will brief on arrival. A number of locations in South Sudan are prone to conflict.

Primary health care services (preventive and curative) are provided in 11 United Nations Owned Equipment (UNOE) Level-I clinics, 21 Contingent Owned Equipment (COE) Level-I clinics, 4 COE Level-II medical facilities within the mission area and the establishment of
contractual agreements for Level-III and Level-III care outside the mission area. The 4 Level-II facilities available in Juba, Bor, Malakal and Wau, run by the Troop Contributing Countries (TCC), take referrals from the Level-I clinics and provide hospital-based care.

The climate is tropical with a rainy season in many areas, which should normally span from around April to October. Ability to live and work in difficult and harsh conditions is essential.

Assignment Details

Assignment Title
Reporting and Information Analyst

Organizational Context & Project Description

Sustainable Development Goals
16. Peace, Justice and Strong Institutions

Task description
Under the direct supervision of Team Leader of the Field Integrated Operations Centre (FIOC), the UN Volunteer will undertake the following tasks:

- Managing information: collecting, coordinating, analysing and disseminating information to be used as a decision-making and planning tool for the field office;
- Collecting information from a wide range of sources, including UNMISS Civil and Political Affairs, military, police, security, UN humanitarian agencies, international Non-Governmental Organisations (NGOs) and Non-Governmental Organisations (NGOs) and local government authorities;
- Producing forward looking reports within the context on UNMISS Early Warning Strategy and the Protection of Civilian Matrix that integrates and considers all the information gathered, resulting in clearly identifying the priorities where the field office should focus its efforts;
- Building effective networks through mission components with field office authorities, international partners, civil society and humanitarian community;
- Maintain up-to-date knowledge and understanding of political, social and security issues;
- Monitoring and gathering information on events or incidents that may affect the implementation or the safety of the Mission and its mandate;
- Supporting the Field office Security Management Team, Security Management Meetings, the Crisis management team and responding to specific incidents as required;
- Maintain a system for classifying and storing confidential information, in consultation with information management/technology expertise;
- Perform other duties as required.

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
- Professional support provided to the FIOC Team Leader and the Head of Field Office, including a well-functioning, arranged and maintained office;
Qualifications/Requirements

Required Degree Level

Master degree or equivalent

Education - Additional Comments

Political Science, International Relations, Socio-Economics, Economics, Public Administration, Journalism or related field. A first-level University degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Required experience

36 months

Experience Remark

- A minimum of three years of progressively responsible experience in international and political affairs, information analysis, political journalism, diplomacy, development, security operations, conflict resolution, humanitarian affairs, human rights or a related field.
- Extensive experience in analysis and reporting is required.
- Experience drafting high quality, accurate reporting and analysis under tight deadlines is required.
- Experience in socio-economic analysis is strongly desirable.
- At least two years of work experience in conflict or post-conflict field operations is desirable. Proven experience drafting high quality, accurate documents in English under tight deadlines is required.
- Experience briefing senior officials on complex or multidimensional issues is desirable.
- Experience working in a multicultural and multidisciplinary team is required. Prior experience as part of JMAC in a peacekeeping operation is desirable.

Language

- English (Mandatory), Level - Fluent

Area of Expertise

- Public information and reporting Mandatory

Area of Expertise Requirement

Computer skills: e.g. Solid computer skills, including full proficiency in various MS Office applications (Excel, Word, Power Point etc.).
Conditions of Service and other information

Condition of Service

Click here to view Conditions of Service

Conditions of Service for International Specialist:


The rapidly changing nature of novel coronavirus COVID-19 has placed significant and increasing restrictions on the freedom of movement of people across the globe, within countries and across borders. Such restrictions make it very difficult for international UN Volunteers to begin their assignments at their assigned duty station and UNV cannot guarantee assignments will proceed as normal.

Candidates for international UN Volunteer assignments during this period may be exceptionally granted alternative working arrangements to work from their place of recruitment until restrictions are lifted. This is at the discretion of the host entity. Candidates proceeding to interview are recommended to discuss the likelihood of travel and possible alternative arrangements with the host entity. If selected, candidates should carefully consider the circumstances before accepting UNV’s offer.

In cases where the UN Host Entity partner has requested the UN Volunteer to perform their assignment remotely, the Post Adjustment Multiplier (PAM) and related entitlements to be paid may be adjusted to the temporary duty station from where the UN Volunteer has been requested to work if requested by the UN Host Entity.
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$ 1,682. 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 (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 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;

- 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 SSDR001490-9082

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: 31 March 2021

doa.apply_url https://vmam.unv.org//candidate/show-doa/U1NEUjAwMTQ5MA==

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.