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>South Sudan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Host Institute</td>
<td>United Nations Mission in South Sudan</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 30-06-2022</td>
</tr>
<tr>
<td>Expected Starting Date</td>
<td>Immediate</td>
</tr>
<tr>
<td>Duty Station</td>
<td>Juba [SSD]</td>
</tr>
<tr>
<td>Assignment Place</td>
<td>Non-Family Duty station</td>
</tr>
</tbody>
</table>

Assignment Place Remark

Assignment is for 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
Assignment Details

**Assignment Title**: Training Officer

**Organizational Context & Project Description**


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

**Task description**

Under the direct supervision of Chief Integrated Mission Training Centre (IMTC), the UN Volunteer will undertake the following tasks:

- Coordinating the formulation of the Mission Training Budget as well as tracking training expenditure in different sections:
- Coordinating the design, development, delivery and evaluation of training and development programmes with Military, Police, other mission functions and UN Country Team ensuring an integrated approach to and encompassing a range of activities including, inter alia, technical and substantive training;
- Overseeing development and implementation of National Capacity Building programme for South Sudanese staff.
- Coordinating staff development programmes and supporting the implementation of a National Staff Capacity Building Programme;
- Developing strategies to effectively and efficiently meet training timetable needs
- Conducting Training Needs Analysis (TNA) to be used in developing Mission annual training plan to enable development of comprehensive training and development programmes that address performance gaps;
- Identifying, advising and overseeing the development and implementation of Development and Training Initiatives and Programmes offered by Training Section;
- Monitoring and evaluating all training initiatives and programmes and recommending improvements and revisions to meet changing and specific needs of the mission;
- Participating in the preparation, coordination and management of mission training budget in consultation with Chief IMTC to ensure budget preparation and utilization is done in accordance with Results Based Budgeting (RBB) principle to achieve mission training priorities;
- Facilitating procurement activities of training services for IMTC and relevant sections.
- Undertaking all actions required in Designing, Developing, Delivering and Evaluating training and development programmes for civilian field staff;
- Taking the lead in developing and upgrading relevant training materials;
- Evaluating the effectiveness of the training;
- Building capacity of National Staff working in Training Section through coaching and mentoring initiatives;
- Collaborating with other mission functions including the mission gender advisor, HIV/AIDS advisor, staff counselor and other UN
Qualifications/Requirements

Required Degree Level

Master degree or equivalent

Education - Additional Comments

- A degree in Education or Social Sciences;
- Advanced university degree, Master's degree or equivalent, in Adult Education, Human Resources Management, Education or Training related fields and two years of training experience. A first-level university degree in combination with five years of hands on training experience may be accepted in lieu of the advanced university degree.

Required experience

36 months

Experience Remark

- Demonstrated knowledge in conducting training needs assessment
- A minimum of two years of experience in organizing and delivering training activities
- A minimum of three years (for Masters' degree holders) and five years (for Bachelor's degree holders) of progressively responsible experience in design, delivery, and evaluation of training programmes involving large audiences;
- Certification in ICDL and/or Microsoft Applications is desirable;
- Fluency in English Language both oral and written is required; Knowledge of another UN official language is an advantage;
- Have affinity with or interest in humanitarian relief, post-conflict situations and volunteerism.

Language

We are inspiration in action

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

22 Mar 2021
English (Mandatory), Level - Fluent

Area of Expertise

- Vocational education and training, and management training Mandatory

Area of Expertise Requirement

Solid computer skills, including full proficiency in various MS Office applications (Excel, Word etc) and other IT applications and office technology equipment.

Need Driving Licence

Yes

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**

SSDR001494-9109

**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: 05 April 2021**

**doa.apply_url**

https://vmam.unv.org//candidate/show-doa/U1NEUjAwMTQ5NA==

**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.*