UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

TCDR000164--Associate Human Rights 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
Chad

Host Institute
UN Office of the High Commissioner for Human Rights

Volunteer Category
International Specialist

Number of Volunteer
1

Duration
12 months

Expected Starting Date
Immediate

Duty Station
Ndjamena [TCD]

Assignment Place
Non-Family Duty station

Assignment Place Remark

CHAD Country is an non family duty station

Living Conditions

Chad is a landlocked country covering 1,284,000 km2. Its climate is Sahelian and temperatures can reach around 45 ° C in the dry season. In the cooler rainy season, many roads are impassable and flooding is frequent. This causes many health and supply problems to the population, including in the capital, Ndjamena. Because of widespread poverty and weak infrastructure and community facilities in the country, leisure is somewhat reduced. Chad is a complex operation in terms of security, environment and logistical context. The environment is characterized by unforeseen trends related to these factors. The risk of common criminality - fuelled by poverty, social unrest and high levels of unemployment continues to be one of the main threats to the physical integrity of UN staff. UN staff are always reminded the need...
Assignment Details

Assignment Title: Associate Human Rights Officer

Organizational Context & Project Description

Preamble:

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The United Nations High Commissioner for Human Rights is mandated by General Assembly Resolution 48/141 of December 1993 to promote and protect all human rights for all. This mandate also includes the lead within the United Nations to coordinate all human rights-related activities and to cooperate with member states on implementing human rights. By virtue of this global mandate, its expertise and its partners on the implementation of human rights relevant provisions of Security Council Resolution 2391. In this action, OHCHR will draw on experiences and lessons learned from other operational environments where aspects of the compliance framework have been applied, including UNAMA in Afghanistan and AMISON in Somalia. In addition, the experiences gained in the context of support to the implementation of the compliance framework of the FC-G5S will continue to inform developments at the continental level, including the cooperation between the UN and AU on a compliance framework for the AU peace operations.


Task Description

Under the direct supervision of [the Team Leader; the Coordinator of the XX Unit – insert function of the supervisor] and the overall supervision of the Director of Human Rights or her/his designate, the
UNV Human Rights Officer will: [The following text is standard, but human rights components can amend/contextualize if needed.]

- Facilitate the implementation of human rights mandate in the designated area of responsibility (AOR);
- Gather information, analyse and report on the human rights situation in the designated AOR, including through close cooperation with other United Nations actors and the community;
- Follow up on individual cases and issues with authorities with the aim of stopping or preventing human rights violations or seeking remedial action by the authorities to prevent similar violations occurring in the future;
- Establish and maintain contacts with government representatives, non-governmental organizations (NGOs), civil society organizations, UN agencies and other partners operating in the AOR;
- Assist in conducting human rights capacity-building activities and in developing and implementing human rights training programmes;
- Contribute to and/or draft various reports, communications, briefing notes, statements or other products;
- Conduct fact-finding missions and investigations into abuses/violations of human rights or humanitarian law;
- Ensure, coordinate and supervise the timely entry of accurate and verified human rights cases into an established database; conduct quality control and deliver statistics and trend reports as required;
- Ensure human rights mainstreaming within UN planning and programming;
- Ensure the integration of gender perspectives, with specific attention to issues related to women and girls, including conflict-related sexual violence, within all assigned human rights activities;
- Represent the UN human rights component at working level meetings, as relevant;
- When working with (including supervising) national staff or (non-)governmental counterparts, set aside dedicated time for capacity development through coaching, mentoring and formal and on-the-job training; and
- Perform other related 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

[The following results/outputs are standard, but human rights components can amend/contextualize as appropriate; they should not entirely mirror the task description, but serve as a basis for workplan and deliverables.]
• Contribution is made towards improving the human rights situation;
• An overview of the human rights situation within the area of responsibility (AOR) is maintained;
• Mission human rights leadership, through the immediate supervisor, is informed of human rights developments within the AOR;
• Accurate analytical reports on the human rights situation are produced and submitted on time and the database is updated;
• Good relationships are developed and effective advocacy conducted with the local authorities;
• Contact with a variety of stakeholders is established, maintained and expanded;
• Human rights awareness and training programmes relevant to the human rights issues in the AOR are conducted;
• The capacities of local NGOs for the protection of human rights is increased;

• 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

<table>
<thead>
<tr>
<th>Required Degree Level</th>
<th>Master degree or equivalent</th>
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Education - Additional Comments

**Degree level:** Advanced university degree (Master’s degree or equivalent). First-level degree (Bachelor’s degree or equivalent) in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

**Type of degree:** Law, political science, international relations, social science, or another discipline relevant to human rights.

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<tr>
<th>Required experience</th>
<th>24 months</th>
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Experience Remark

**Work experience:** Two years of work experience in a field related to human rights. Knowledge of international human rights instruments and tools for the promotion and protection of human rights is required. [The following text is optional and can be amended, depending on the context of the mission/assignment.] Knowledge of international humanitarian law is desirable. Experience in human rights monitoring and reporting is desirable. Experience in research and drafting documents, such as reports, is desirable. Experience working in or on [region/country] is desirable. Experience working in a
developing, conflict or post-conflict setting is an advantage.

Language
- English (Mandatory), Level - Fluent
- AND - French (Mandatory), Level - Fluent

Area of Expertise
- Human rights Mandatory
- Rule of law, judicial and national legal system reform Mandatory
- Political affairs and political reporting Mandatory

Area of Expertise Requirement

Computer skills: Proficiency in Microsoft Office suite (Word, Excel, Powerpoint, etc.) is required. Experience entering, managing and analysing large quantities of data/case information, including in databases, is desirable.

Need Driving Licence: Yes

Competencies & Values
- Accountability
- Adaptability and Flexibility
- Commitment to Continuous Learning
- Communication
- Integrity
- Planning and Organizing
- Professionalism
- Technological Awareness
- Working in Teams

Conditions of Service and other information

Condition of Service: Click here to view Conditions of Service

Conditions of Service for International Specialist:

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$ 1,651. 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

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.

Application Code  TCDR000164-6657

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: 01-04-2020

doa.apply_url  https://vmam.unv.org//candidate/show-doa/VENEUjAwMDE2NA==

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.