

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

THAR000395--Statistical Support 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	Thailand
Host Institute	Economic & Social Commission for Asia & the South Pacific
Volunteer Category	International Youth
Number of Volunteer	1
Duration	6 months
Possibility of Extension	Yes
Expected Starting Date	Immediate
Duty Station	Bangkok [THA]
Assignment Place	Non-Family Duty station
Assignment Place Remark	

Living Conditions

Located in South-East Asia, Thailand is bordered by Malaysia and the Gulf of Thailand to the south, Myanmar and the Andaman Sea to the west, Cambodia to the east and the Lao People's Democratic Republic to the north and north-east. Thailand covers about 513,000 square kilometres, stretching approximately 1,715 kilometres from north to south and 915 kilometres at its widest point from east to west. As of April 2000 it had a population of 60.6 million, one of the most homogeneous in South-East Asia with a sprinkling of ethnic Chinese, Malays, Cambodians, Vietnamese, Burmese, Indians, non-Thai hill tribes and others. In terms of population it is the fourth largest state in South-East Asia. The country can be divided into four natural regions: the mountainous north, where temperatures are cool enough for the cultivation of lychees and strawberries; the north-east, a rolling semi-arid plateau bounded on the north and east by the Mekong River; the isthmus of the south with its hilly rubber plantations, fruit orchards, coves and bays; and the central region, the basin of the Chao Phraya River and a most fertile rice-growing area. This region has become the administrative, political and commercial centre of the country. Bangkok has a tropical monsoonal climate with high humidity, but it is located outside

the typhoon belt. Most of the country experiences three seasons, the cool season from November to January, the hot season from February to April and the rainy season from May to October. The average rainfall (mostly in the form of heavy showers in the rainy season) is 142 centimetres and the annual mean temperature is 28 degrees Celsius, ranging from a night minimum of 20 degrees Celsius in the cool season to a maximum day temperature of 38 degrees Celsius in the hot season. With the high humidity the weather can be oppressive, but the widespread use of air-conditioners alleviates the heat and humidity.

Bangkok, known as Krung Thep (City of Angels) in Thai, has been the capital since 1782. It has grown rapidly in recent years as the percentage of urban residents in Thailand has increased to 40 percent in 1999 from only 13 per cent in 1970. Bangkok's official population figures are 8.2 million, making it the predominant urban area in Thailand. Unofficially the total could reach 10 million. Almost all major domestic and foreign companies are located in the capital, as are all government ministries and most of the country's leading educational and medical facilities, and sporting and cultural activities. Bangkok, with its huge and diverse population, its shopping centres and high-rise office buildings, its many Western-style apartment buildings, and its cosmopolitan sophistication, is truly an international city, but it still retains temple compounds, Chinese shophouses and a vibrant street life. The rapid growth of Bangkok has severely strained its facilities, causing a number of serious problems. The city now has over a million registered motor vehicles and because of the limited road surface, traffic congestion is heavy in downtown areas. Traffic, construction work and industries located in the suburbs all contribute to an increasing pollution problem, with dangerously high levels of suspended particulate matter from diesel and two-stroke vehicle engines. Western influence and the predominance of the young have created a taste for new fashions and new lifestyles, reflected in the growing popularity of tennis and golf, delicatessens and boutiques, music and drama, architecture and interior decoration. Fast foods from the West, such as hamburgers, fried chicken and pizzas, have become popular with young and old alike.

Religion: Buddhism is the national religion of Thailand but there is total religious freedom and all major religions can be found in practice. Many of the Thai festivals are linked not only to Buddhist, but also to Brahman rituals. There is absolute freedom of religion – Islam, Christianity, Hinduism and other faiths are practiced and protected by the constitution. Buddhism is the faith of 95 per cent of the population, 4 per cent are Muslims, 0.5 percent are Christians, and the remainder Hindus, Sikhs and other religion.

Culture: The Thai people are traditionally noted for their politeness, tolerance, peaceful way of life and love of freedom. Although Thailand has suffered periodic invasions, and was occupied by Japan in the Second World War, the strong desire for freedom has not been dampened. Bloodless coups and the absence of civil wars are evidence of the strong desire for a peaceful way of life. It is a society of relationships, not one of law. To understand Thai culture, knowledge of Buddhist philosophy is helpful. The Thais have a genius for absorbing outside influences while retaining their own identity. There are certain recognizable Thai cultural markers that, if ignored, could make life in the office a little difficult. Well over 90 per cent of the ESCAP General Service staff are Thai nationals. Some of these markers will be familiar to other Asian peoples:

Comportment: Thailand is a relatively formal country where looks and behaviour are important and can determine how foreigners are perceived and treated. A neat and clean appearance, discreet relations with the opposite sex, and subtle, quiet modes of expression are respected. Thus, casual leisure wear is not seen in the office and displays of impatience and temper are very much frowned upon. Skimpy beach wear, loud behaviour and an unkempt appearance are offensive to Thai people.

Respect for the monarchy and religion: It is taboo to speak disrespectfully of the royal family and of Buddhism. Not to stand for the royal anthem or to enter a temple wearing shorts and a singlet is considered very disrespectful. Any derogatory act that can be construed as *lèse-majesté* is a criminal offence. In addition, there are certain social norms, such as the "wai" (the placing together of both hands and raising them to the chest or face) rather than the handshake. Some social taboos are as follows:

Do not:

- Touch another person's head
- Point with the feet (be careful when sitting with one leg crossed over the other)
- Wear shoes in the house or in a temple
- Touch a monk, however inadvertently, if you are a woman
- Make public displays of affection between the sexes

Language: Thai is the official language of the country, taught in all the schools, with four distinct dialects in the different regions. It is a tonal language with five tones: rising, falling, mid, high and low. This means that one letter may have several different sounds and one sound may be represented by different letters. Mostly monosyllabic, Thai has few tenses, but a great abundance of pronouns that are used to reflect status. The literacy rate is 93.8 per cent.

Accommodation and prices

Prices are generally higher in the central business area (Sukhumvit and Sathorn Roads, Ploenchit, Rajadamri), but lower across the river to the west and in the eastern and northern suburbs, with the exception of Nichada Park which surrounds the American international school well to the north of Bangkok. Bangrak, Petchburi, Prakanong, Phya Thai, Phaholyothin, Samsen and Dusit are intermediate price areas for accommodation. House rents do not include electricity, gas or water, whereas some apartments do.

It is preferable to go to an established agency. Recently there have been a number of unqualified people setting up as estate agents. The estate agency fee is paid by the property owner. It is also useful to check the notice board on the fourth floor of the Service Building (near the cafeteria) and the bulletin board, Personal Ads, on Lotus Notes which will be installed on your office computer. One can also walk into the rental office in apartment buildings (not applicable to condominiums) to look at available apartments and negotiate directly with the building management. The followings are websites of real estate agencies that may be useful to you:

<http://www.bangkokhomequality.com>

<http://www.housecondobangkok.com>

<http://www.propertytosearch.com>

<http://www.condobangkok.com>

<http://www.bkkcitismart.com>

<http://www.bangkok-homes.com>

<http://www.centrepont.com>

<http://www.thaiapartment.com>

<http://www.accomasia.co.th>

Thailand is a unique country. It provides for an interesting and enriching environment, but also requires a mature level of cultural awareness and commitment to make for a comfortable and affordable life. Therefore, flexibility and adaptability is a key component.

Assignment Details

Assignment Title

Statistical Support Officer

Organizational Context & Project Description

The Economic and Social Commission for Asia and the Pacific (ESCAP) serves as the United Nations' regional hub promoting cooperation among countries to achieve inclusive and sustainable development. The largest regional intergovernmental platform with 53 Member States and 9 associate members, ESCAP has emerged as a strong regional think-tank offering countries sound analytical products that shed insight into the evolving economic, social and environmental dynamics of the region. The Commission's strategic focus is to deliver on the 2030 Agenda for Sustainable Development, which is reinforced and deepened by promoting regional cooperation and integration to advance responses to shared vulnerabilities, connectivity, financial cooperation and market integration. ESCAP's research and analysis coupled with its policy advisory services, capacity building and technical assistance to governments aims to support countries' sustainable and inclusive development ambitions.

The overall objective of ESCAP is to promote inclusive and sustainable economic and social development in the Asia-Pacific region, with priority accorded to the implementation of the 2030 Agenda for Sustainable Development and the achievement of the Sustainable Development Goals. ESCAP emphasizes strengthening institutional capacities to serve the rights of the people of the region and address their aspirations and needs. ESCAP pursues this objective by carrying out work, in close cooperation with other United Nations entities and intergovernmental organizations in the region, in multiple areas, including Statistics.

This UNV assignment is part of ESCAP's programme on Statistics and will be placed in the team supporting the regional initiative to Get Every One in the Picture. Website: <http://www.getinthepicture.org> ESCAP is working with governments and development partners to improve civil registration and vital statistics (CRVS) in the region as part of the "Get Every One in the Picture" initiative in Asia and the Pacific region launched in 2014.

Civil registration is the critical act of recording important events in people's lives such as births, marriages, divorces, adoptions, deaths, and causes of death. It provides individuals with the official recognition and documentation necessary to establish legal identity, family

relationships and civil status. This documentation is essential for individuals to exercise various human, legal, economic, social and political rights and enables access to services, such as health, education and social protection.

Vital statistics generated from civil registration significantly contribute to the formulation of effective and efficient evidence-based policy across multiple sectors. Reliable information on births, fertility and deaths enable the production of timely and accurate population estimates and other demographic and health statistics, which contribute to more effective planning, efficient resource allocation and accurate evaluation and monitoring, such as of the Sustainable Development Goals.

Sustainable Development Goals

16. Peace, Justice and Strong Institutions

Task description

Within the delegated authority and under the supervision of the Chief of the Population and Social Section or his/her designated mandated representative(s), the UN Volunteer Statistical Support Officer will:

- Assist with the implementation of the Get Every One in the Picture programme activities, in particular as it related to technical assistance to countries and preparations for the Second Ministerial Conference on CRVS in Asia and the Pacific
- Support the project staff with review of analysis of CRVS processes in selected member countries
- Assist national CRVS stakeholders to improve their production of vital statistics
- Coordinate events, including webinars, meetings, and other project activities;
- Facilitate professional, clear and timely communication with partners and stakeholders, as required to ensure seamless implementation of activities and events planning tasks and activities.
- Assist in the creation of knowledge products that detail lessons learnt and best practices in civil registration and vital statistics in the region.
- Participate in meetings of the Regional Steering Group on CRVS and the regional CRVS Partnership and assist with writing meeting minutes;

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 Statistics Division team member, efficient, timely, responsive, client-friendly and high-quality support rendered to ESCAP and its beneficiaries in the accomplishment of her/his functions, including:
 - Support the review and analysis of national CRVS processes;
 - Support to national CRVS stakeholders by reviewing draft vital statistics reports and maintaining a webpage including relevant material;
 - Support the collection of country experiences in CRVS system improvements; and
 - Write information briefs regarding key aspects of CRVS.
- 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

Required Degree Level

Master degree or equivalent

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F. +49 (0) 228-815 2001

A. PO Box 260111, 53113 Bonn, Germany
W. www.unv.org

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Education - Additional Comments

Advanced higher degree (Master's or equivalent) in a relevant area, e.g. Statistics, Demography or Sociology or a related area; a first-level university degree or equivalent in combination with relevant training and/or professional experience may be accepted in lieu of an advanced university degree.

Required experience 12 months

Experience Remark

- At least 12 months of professional work experience at the national and/or international level in statistics or demography, or other relevant areas; experience with civil registration and vital statistics is an asset, as is experience working in the UN or other international development organization;
- Experience with using R or other statistical software is required;
- Good 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; 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 volunteerism as a mechanism for durable development, and the UN System.

Language

- English (Mandatory) , Level - Fluent

Area of Expertise

- Statistics Mandatory

Area of Expertise Requirement

Need Driving Licence No

Competencies & Values

- Adaptability and Flexibility
- Communication
- Professionalism

Conditions of Service and other information

Condition of Service [Click here to view Conditions of Service](#)

Conditions of Service:

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Note on novel coronavirus – COVID-19.

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) per month and 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 (choose from the drop down menu the appropriate rate here): US\$1,321. The VLA base rate is a global rate, while the PAM is 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 also 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 the final repatriation travel (if applicable). A 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 THAR000395-8319

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: 8-12-2020

doa.apply_url <https://vmam.unv.org/candidate/show-doa/VEhBUjAwMDM5NQ==>

Disclaimer

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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.

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