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
Trinidad and Tobago

Host Institute
United Nations Population Fund

Volunteer Category
National Specialist

Number of Volunteer
1

Duration
24 months

Possibility of Extension
Yes

Expected Starting Date
Immediate

Duty Station
Port of Spain [TTO]

Assignment Place
Family Duty Station

Assignment Place Remark

Living Conditions

Generally, living conditions are good in the country which is a type A duty station. Crime and security should always be considered as evidenced by Trinidad being in UN Security Phase 1 - particularly in Trinidad, which is at UN Security Level 3; Tobago is at Level 2.

Road conditions are reasonable but traffic congestion at peak times is an issue considering the limited road capacity for the number of vehicles circulating in the country. Vehicle availability is quite good. Taxis (marked with an “H” license plate) can be accessed through set routes throughout the country and buses are also available within Port of Spain, and into and out of the city into other areas in the country; however, transportation becomes more limited in the evenings, when many routes are not serviced. Transportation between Trinidad and Tobago is via ferry from Port of Spain to Scarborough, or air.

Good medical care is available in Port of Spain and other major centres. However, professional medical facilities are limited with good medical services generally obtained by knowing the higher performing doctors in the country.
Public and private (including international) schools are available throughout the country. Different types of quality houses/apartments are available but are generally quite expensive compared to other countries. Household help is available but sometimes acceptable quality is difficult to find for newcomers. Furniture/Appliances and utilities are available with a limited selection and higher prices due to the need to import.

Banking and credit card institutions are generally good with online banking also available for local bank accounts; however, it is becoming more difficult for foreigners to open bank accounts due to foreign exchange shortages and money laundering/fraud concerns. Currently, Trinidad and Tobago is undergoing a foreign currency shortage and therefore cashing your VLA in USD is proving to be challenging, however UNV/UNDP is working with each volunteer on a case-by-case basis to support them through this process.

The country is in a recession and prices of numerous commodities such as imported foods are increasing. While some gas subsidies have been removed, gas and electricity remain affordable in comparison to other countries in the Caribbean and even globally.

Shopping and markets are available at shops in the city centres and at suburban malls, and in produce and craft markets but with a supply related to the smaller size of the country. Food is very good and somewhat varied depending on personal preferences.

Prior to arrival to Trinidad and Tobago the UNV Field Unit will share with you further information on the living conditions in the country and provide you with options regarding transportation from the airport upon arrival and temporary accommodation until more permanent housing can be found.

As this is a national UN Volunteer assignment, the UN Volunteer will be responsible for arranging his/her own housing and other living essentials. National UN Volunteers are part of the malicious insurance plan.

Assignment Details

| Assignment Title | GBV Project Officer |

Organizational Context & Project Description

UNFPA is the sexual and reproductive health and rights agency of the United Nations. Our mission is to deliver a world in which every pregnancy is wanted, every childbirth is safe and every young persons’ potential is fulfilled. UNFPA is working with governments, civil society, regional partners and other UN agencies to achieve the Sustainable Development Goals (SDGs) by 2030, which specific focus on Goal 3 (health), Goal 5 (gender equality), and Goal 10 (reduced inequalities).

The English- and Dutch-speaking Caribbean is part of the United Nations “delivering as one” initiative, and as such, the UNFPA Country Programme for the English- and Dutch-speaking Caribbean, is aligned to the United Nation Multi-Country Sustainable Development framework (UNMSDF) 2017-2021. UNFPA’s programme applies a human rights and culturally sensitive approach, supported by evidence-based advocacy and policy dialogue to address issues of sexual and reproductive health, gender equality, youth and population dynamics. Enabling environment for sexual and reproductive health and rights, increasing national capacities to advocate for and deliver policies and programmes for access to sexual and reproductive health information and services and strengthening legal and protection systems for the implementation of laws, policies and programmes to prevent gender-based and sexual violence against women and girls is at the heart of UNFPA’s support in the Caribbean.

Notwithstanding progress made in advancing gender equality and women’s and girls’ empowerment, gender discrimination, including its worst manifestation and forms, such as violence against women and girls, continue to adversely impact all the dimensions of sustainable development in the Caribbean generally and in Trinidad & Tobago specifically. The country continues to be among those globally with the highest rates of crime and violence, with some crimes exceeding both global and regional averages.

The Spotlight Initiative in Jamaica, as well as in Belize, Grenada, Guyana and Trinidad & Tobago, provides a unique opportunity to address family violence as a major public health and development issue with significant ramifications at the individual, community and national levels. Through a comprehensive approach, the Spotlight Initiative will focus its work on family violence through six key pillars: (i) developing and implementing relevant legislation and policies, (ii) strengthening national and sub-national institutions, (iii) preventing violence through evidence-based programmes and campaigns, (iv) establishing and strengthening essential services for victims and survivors, (v) ensuring the collection and use of prevalence and incidence data, and (vi) partnering directly with women’s movements and civil society.

Sustainable Development Goals

5. Gender Equality
Within the delegated authority and under the overall supervision of the Director of UNFPA’s Sub-regional Office for the Caribbean (SROC), reporting on a day-to-day basis to the UNFPA SROC Liaison Officer in Trinidad and Tobago and in collaboration with the International GBV Specialist for the SROC, the Gender Project Officer will support UNFPA’s implementation of the Spotlight initiative in Trinidad and Tobago.

As the Spotlight is intended to support the implementation of the Sustainable Development Goals, in addressing family violence, it will also prevent and respond to family violence faced by migrants and refugees in the country, particularly those from Venezuela. As such, the GBV Project Officer will support synergies between the Spotlight Initiative and UNFPA’s humanitarian interventions.

**MAJOR DUTIES AND RESPONSIBILITIES:**

- Provide technical guidance to inform the selection of implementing partners for the Spotlight Initiative and identify capacity building needs of partners and lead the coordination of technical assistance, mentoring, training and capacity development initiatives targeted to partners.

- Provide technical and coordination support during the implementation of Spotlight activities under UNFPA responsibility:
  - Activity 2.2.1: Establish multi-stakeholder coordinating mechanism to facilitate case management linkages, information, resources sharing, support and monitoring of policies first responder agencies (development of terms of reference, preparatory training etc.)
  - Activity 2.3.1: Study on the economic impact of family violence to inform public and private decision-makers and as an input into GRB training for ministries
  - Activity 3.1.1: Collaborate with CSOs and youth peer groups to design and implement adapted primary prevention programmes (Foundations and CSE) which promotes gender equality and violence prevention behaviour change programmes for out of school youth.
  - Activity 3.1.2: Scale up successful safe schools model including girls’ empowerment and boys’ transformation programmes with enhanced HFLE component
  - Activity 3.2.1: Development of tools and materials for key institutions (health, social services) that interface with parents and primary caregivers to incorporate family violence prevention messages within their services (ante-natal and child clinics, parenting programmes, PTAs etc.)
  - Activity 3.2.2: Provide financial grants to women’s organisations and civil society to implement 16 Days of Activism to End Violence against Women and Girls that highlight FV programmes.
  - Activity 3.2.3: To support community advocacy with a focus on adolescent girls to promote positive social norms and practices on gender equality, healthy relationships and self-esteem
  - Activity 3.3.1: Development of strategy for the engagement of private sector businesses and trade unions to be champions in the workplace: Identify business champions and assist them to advocate against domestic violence and promote violence free workplaces Develop and Implement workplace education and awareness campaign o Awareness-raising and education for trade unions o Training of union stewards to negotiate specific measures for victims of domestic violence
  - Activity 3.3.2: Design and implement targeted outreach interventions for community leaders and influencers (cultural artistes, media, businesses, faith-based leaders etc.) as champions gender equality and zero tolerance for family violence against women and girls.
  - Activity 4.1.2: Develop and train in the use of inter-agency protocols and tools for institutions, in particular health sector, to screen, treat and refer survivors of family violence
  - Activity 4.2.1: Improve human rights and legal literacy (including information on complaints procedures, information on available services; access to protection orders, etc.) of underserved communities such as persons living with disabilities, HIV and the LBTQI population, migrant populations
  - Activity 4.2.2 Development of GBV GIS Mapping prototype for the provision of information on referrals to health, security, justice, social services and economic empowerment at the community level displaying disaggregated GBV data and statistics
  - Activity 5.1.1 Comprehensive baseline assessment of the status of family violence/VAWG data systems and processes in T&T building on knowledge of the use of the existing domestic violence registry
  - Activity 5.1.2 Support the collection and inclusion of family violence data in health information, audit and surveillance systems and in the Multiple Indicator Cluster Survey (MICS) –
  - Activity 5.1.3 Collaborate with CSOs to use technological innovation to improve collection of community-based data on
family violence to inform accountability mechanisms for service delivery and policy implementation.

- Activity 5.1.4 Enhance availability of sex disaggregated data on family violence by strengthening the capacity and systems of key ministries (health, national security) on collection and data analysis

- As necessary, collaborate with the other UN Recipient Organizations such as UNDP, UNICEF, PAHO and UNWomen and the Associated Agencies, UNHCR and ILO for those activities involving these agencies.

- Provide support to the coordination of the other activities under pillars 1, 2, 3, 4, 5, and 6, in collaboration with UNDP, UNICEF, PAHO and UNWOMEN.

- Identify and establish linkages between Spotlight Initiative activities and UNFPA activities under regular resources and UNFPA Emergency Fund activities (COVID-19 and R4V interventions)

- Build and strengthen multi-sectoral partnerships including with government agencies, civil society, UN Agencies and development partners for more effective and coordinated programme development and implementation as appropriate

- Support EU relations and EU reporting requirements, and produce periodic updates and briefs on the country situation to be used by the Resident Coordinator, UNFPA and other stakeholders

- Identify promising practices, technical expertise and strategic opportunities relating to Family violence in Trinidad & Tobago and identify, develop and disseminate knowledge products, lessons learned and good practices

Furthermore, UN Volunteers are encouraged to integrate the UN Volunteers programme mandate within their assignment and promote voluntary action through engagement with communities in the course of their work. As such, UN Volunteers should dedicate a part of their working time to some of the following suggested activities:

- 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 self-reports on UN Volunteer actions, results and opportunities.

- 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.

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 UNFPA team member, efficient, timely, responsive, client-friendly and high-quality support rendered to UNFPA and its beneficiaries in the accomplishment of her/his functions, including:
  - Pillar 2 coordination mechanism functional as per identified tasks and responsibilities
  - Implementation of Spotlight activities for 2020 and 2021 executed as per work plan, with the support and buy-in of national partners and in coordination with the Trinidad and Tobago Spotlight team in country
  - Mandatory reports of 2020 and 2021 work plan activities prepared and submitted in a timely manner and in collaboration with relevant stakeholders
  - Pillars 2, 3, 4, 5 2021 work plan activities scheduled and implementing partners selected and corresponding capacity building interventions conducted
  - Pillars 3, 4, 5 2022 work plan activities identified and costed
  - 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

23 Jul 2020
Qualifications/Requirements

**Required Degree Level**
Master degree or equivalent

**Education - Additional Comments**
- Advanced higher degree (Master's or equivalent) in a relevant area, Social Science, Gender Studies, International Development, Law, Human Rights, Political Science, International Relations, Peace and Conflict Studies, or another related field.

**Required experience**
60 months

**Experience Remark**
- At least 5 years of professional work experience in family violence, gender-based violence or gender equality programmes or other relevant programmes; experience with the GBV Essential Service Package is a very strong asset, as is experience in the field of sexual and reproductive health and rights and GBV with an emphasis on adolescents and youth;
- Experience working in the UN or other international development organization is desirable;
- 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 lead formation of strategies and their implementation; to build and sustain effective partnerships with UN Agencies and main constituents, coordinate and advocate effectively, communicate sensitively across different constituencies; and to negotiate and interact with donors, identify and analyse trends, opportunities and threats to fundraising;
  - 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

**Language**
- English (Mandatory), Level - Fluent
- AND - Spanish (Optional), Level - Working Knowledge

**Area of Expertise**
- Gender equality and the advancement of women Mandatory
- Social inclusion Mandatory

**Area of Expertise Requirement**
- Family violence, gender-based violence or gender equality programmes or other relevant programmes.
- GBV Essential Service Package is a very strong asset.
- Sexual and reproductive health and rights.
GBV with an emphasis on adolescents and youth.

**Need Driving Licence**

No

**Competencies & Values**

- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Ethics and Values
- Integrity
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Technological Awareness
- Working in Teams

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**Conditions of Service and other information**

**Condition of Service**

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

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**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** TTOR000032-7491

**Application procedure**

* Not yet registered in the UNV Talent Pool?

| T. +49 (0) 228-815 2000 | A. PO Box 200111, 53113 Bonn, Germany |
| F. +49 (0) 228-815 2001 | W. www.unv.org |

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

This is a national UN Volunteer assignment, therefore only nationals of Trinidad and Tobago and legal residents in Trinidad and Tobago with the status of refugee or with the status of being stateless are eligible to apply.

**Application deadline:** 30 July 2020 at 23:59hrs, Germany time

**doa.apply_url**

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

**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.*