UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

TZAR000121—Programme Officer—Access to Justice for Women

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>United Republic of Tanzania</th>
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</thead>
<tbody>
<tr>
<td>Host Institute</td>
<td>UNWomen</td>
</tr>
<tr>
<td>Volunteer Category</td>
<td>National Specialist</td>
</tr>
<tr>
<td>Number of Volunteer</td>
<td>1</td>
</tr>
<tr>
<td>Duration</td>
<td>12 months</td>
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<tr>
<td>Expected Starting Date</td>
<td>02-03-2020</td>
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<tr>
<td>Duty Station</td>
<td>Dar es Salaam [TZA]</td>
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<tr>
<td>Assignment Place</td>
<td>Family Duty Station</td>
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</tbody>
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Living Conditions

Tanzania has an area of 947,300sq km and is in Eastern Africa on the Indian Ocean. It shares its longest borers with Kenya (to the northeast) and Mozambique (to the southeast), but also boarders Burundi, the Democratic Republic of the Congo, Malawi, Rwanda, Uganda, and Zambia. To the east, Tanzania is bordered by the Indian Ocean. Three of Africa’s largest lakes also border sections of the country: Lake Victoria in the north, Lake Tanganyika in the west, and Lake Nyasa in the Southwest.

Tanzania is made up of three geographical regions: the islands and coastal plains in the east, a saucer-shaped plateau in the center and west, and the highlands in the northeast. Mount Kilimanjaro, the highest point in Africa standing at 5,895m, lies in these northeastern highlands. Another special geographical feature is the Great Rift Valley, which cuts through the center of the country.
Tanzania’s climate varies from tropical in the coastal areas to temperate in the highlands. In the coastal plains and plateau regions, temperatures range from 25-31°C during the hottest months (November - February) and 15-20°C in the coldest months (May - August). Temperatures in the highlands range between 10-20°C.

There are about 55.5 million people living in Tanzania with 51% female population. The population is particularly concentrated in Dar es Salaam and Zanzibar City and their metro areas. Despite these urban centers, just under 70% of the people living in Tanzania still reside in rural areas.

Dar es Salaam is the largest city in Tanzania, as the major port and economic center. Most Ministries, Government offices, embassies and UN Offices are currently based in this city. However, the Government has started relocating to the capital city, Dodoma. Dar es Salaam is situated on the coast, overlooking the Indian Ocean. It is an international and multicultural city with a mix of religions. There is a wide range of facilities available, including numerous shopping centers, movie theatres, restaurants and many new developments planned. The living conditions in Dar es Salaam are comfortable although pricey in certain neighborhoods and there are issues with poor infrastructure, so alternative back-up solutions and generators, as well as water tanks, are common. It is a beautiful and safe location. There are good international education facilities and some health facilities with good standards.

Tanzania is one of the most diverse countries in Africa. On the mainland, around 99% of the population is ethnically African, coming from over 120 different tribes, almost all of them Bantu. On Zanzibar, the people are of Arab, African, or mixed Arab and African descent.

Kiswahili (Swahili) and English are both official languages. Kiswahili is the lingua franca of central and eastern Africa and the country’s unifying language. Most people living in Tanzania speak one of the 158 local languages as their first language. Arabic is widely spoken on Zanzibar. English is the primary language of business, government administration, and higher education.

Assignment Details

**Assignment Title**  
Programme Officer- Access to Justice for Women

**Organizational Context & Project Description**

UN Women, grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security.

UN Women in Tanzania is implementing its Strategic Note (2017-2021), under which one of the priority areas is Access to Justice for Women. General Recommendation No. 33 on Women’s Access to Justice (CEDAW GR 33) signals a paradigm shift in justice delivery for women. The concluding observations on
the combined seventh and eighth periodic reports of the United Republic of Tanzania from the Committee on the Elimination of Discrimination against Women has principal areas of concern and recommendations on women's access to justice among others. UN Women seeks to address the above concerns raised through multiple interventions. UN Women will support a comprehensive approach to prevention and response to violence against women through the implementation and monitoring of the National Action Plans to End Violence Against Women and Children (2016-2021) to ensure that reform of laws and policies is informed and supported through broad consultation and work to address social norms, and strengthen alternative practices and address the broader question to ensure the legal system is responsive to the needs of vulnerable groups to ensure access to justice for women. The focus on access to justice for women is aligned with the UN Women Strategic Plan 2017-21 Impact Area 1: where UN Women will invest in the reform of gender discriminatory legislation as well as strengthening the capacities of the justice sector to respond to violation of women’s rights effectively and in accordance with international standards; and contributes to Impact Area 3: to ensure women and girls are living a life free from violence.

UN Women is seeking to recruit a Project Officer to support the day to day oversight and implementation of existing activities under the access to justice programme, as well as to support the expansion of UN Women’s work on this critical issue. The Officer will support regular monitoring of implementing partner activities including travel to support partner implementation of activities on access to justice for women. The Project Office will further compile and analyse project reports and synthesize quarterly, six monthly and annual reports for the women's access to justice programme, with timely delivery

Sustainable Development Goals

Task description

Under the direct supervision of the Access to Justice for Women Programme Analyst UN Volunteer will undertake the following tasks:

- Provide technical support for the implementation of the Access to Justice for Women programme activities;
- Maintain relationships with national partners to support implementation and expansion of the programme;
- Review and coordinate the submission of implementing partner financial and narrative reports;
- Coordinate regular monitoring of implementing partner activities;
- Compile and analyse project reports and synthesize quarterly, six monthly and annual reports for the women’s access to justice programme, with timely delivery;
- Support the Access to Justice for Women Analyst to prepare narrative and financial donor reports;
- Participate in strategic dialogue and events relating to women’s access to justice;
- Support effective knowledge management of internal and external evidence, data and knowledge products relevant to UN Women’s work on access to justice, including collating examples of global good practice.
- Ensure the voices of young people (particularly young women) are effectively incorporated into all activities.
programme activities.

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/website, 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 key results of this post will directly impact the delivery of UN Women’s programme on access to justice and in turn the rights of women and girls in Tanzania. Further, timely implementation of programme activities and quality reporting, will enhance UN Women’s credibility as an effective leader on gender equality and women’s rights as they relate to the justice sector in Tanzania.

- The development of capacity through coaching, mentoring and formal on-the-job training, including through working with UN partners, NGO and government counterparts and implementing Partners (IPs);

- 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.

- 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 Bachelor degree or equivalent
Education - Additional Comments Social Sciences/Law/Development studies etc.
Required experience 12 months
Experience Remark

We are inspiration in action

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

14 Feb 2020
Experience in development projects including in designing, monitoring and reporting of development projects in the field of gender and human rights of women, specifically women’s access to justice, global legal frameworks on gender or the SDGs;
- Knowledge of the interface between civil, criminal, informal and quasi justice will be a strong advantage;
- Relevant working experience of working in another developing country context is an advantage.
- Experience in inter-agency or inter organization collaboration an asset;

Language
- English (Mandatory), Level - Fluent
- AND - Kiswahili (Mandatory), Level - Working Knowledge

Area of Expertise
- Gender equality and the advancement of women Mandatory

Area of Expertise Requirement

Competencies & Values
- Accountability
- Adaptability and Flexibility
- Building Trust
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Creativity
- Empowering Others
- Ethics and Values
- Integrity
- Knowledge Sharing
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Self-Management
- Technological Awareness
- Vision
- Working in Teams

Conditions of Service and other information
Conditions of Service:

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

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.

Application Code  
TZAR000121-6332

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: 24 February 2020

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

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.