UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

VNMRO000079--Healthy Ageing Specialist

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>Viet Nam</th>
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<tbody>
<tr>
<td>Host Institute</td>
<td>World Health Organization</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>
</tr>
<tr>
<td>Possibility of Extension</td>
<td>Yes</td>
</tr>
<tr>
<td>Expected Starting Date</td>
<td>Immediate</td>
</tr>
<tr>
<td>Duty Station</td>
<td>Hanoi [VNM]</td>
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<tr>
<td>Assignment Place</td>
<td>Family Duty Station</td>
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Assignment Place Remark

Living Conditions

Viet Nam is a middle-income country which has witnessed rapid economic growth with impressive results in poverty reduction over the past twenty-five years. The country has deepened its integration into global and regional institutions such as the WTO, the UN institutions and ASEAN it will chair in 2020. Its current path of development is guided by the Socio-Economic Development Strategy from 2011-2020 which was endorsed at the 11th Communist Party Congress in 2011. The new Strategy for 2021-2030 is being developed.

The incumbent will live in Ha Noi which has economic and social amenities at a reasonable cost. Ha Noi has a humid, tropical climate and monsoons. Summers, between May and September, are very hot with plenty of rain, while winters, from November to March, are cold and relatively dry. Living conditions in Hanoi are relatively good by developing countries’ standards. In line with further improvements in the availability of goods and services, health facilities, and housing, the level of hardship in the duty station has been upgraded from C to B since a few years. Security is also reasonably good relative to other developing country large cities. Viet Nam was recently ranked as one of the more secure and stable places to live and do business by outside research groups. Ha Noi, and more generally Viet Nam, also offer multiple opportunities for historical and local cultural learning, sport and other leisure activities and social networking.
Assignment Details

Assignment Title  Healthy Ageing Specialist

Organizational Context & Project Description

The World Health Organization (WHO) was established on 7 April 1948 as the directing and coordinating authority in global public health within the United Nations system. The objectives of WHO is the attainment by all peoples of the highest possible level of health. Missions of WHO are to promote health, keep the world safe and serve the vulnerable.

Viet Nam has been a WHO Member State since 17 May 1950. WHO established a country office in Viet Nam in 1977. WHO’s work in Viet Nam is based on the country’s need for support in implementing its national health policies, strategies and plans (NHPSP) to address key health issues and fulfil its commitment to the WHO Constitution and other international health laws and treaties.

In Vietnam, the National Association of Older People was established in 1994, then the first Law on older people was endorsed by the National Assembly in 2009 which had laid down fundamental rights of older people and the roles of the government, family, and society as a whole, in protecting and ensuring well-being of older people. Following the law, a number of policies have been issued such as the Law on Social Health Insurance (2014), the National Action Plan on Health Care of Older People in 2016, which further guide the Ministry of Health and related sectors to implement and address the needs of older people, at provincial and community level. In health, the Ministry of Health (MOH) and Ministry of Labor, Invalids, and Social Assistance (MOLISA) works to expand social assistance and social health insurance coverage among the older, strengthen health care of older people at both primary care and hospital care level. WHO has been working with the MOH and other development partners in capacity building for institutions and key officers in major areas of support to older people. In the past years, WHO supported training workshops to policy makers in major areas such as long term care (in 2018), WHO framework on integrated care for older people (ICOPE), and Age Friendly Cities and Communities (in 2019). For the years 2020-21, the Ministry of Health of Viet Nam requested WHO’s support in development of a new master plan for health care of older people, for the next decade, from 2021 to 2030; as well as launch of the ICOPE training to primary health care workers and initiation of a model for age-friendly city and environment.

Sustainable Development Goals  3. Good Health and Well-being

Task description

Within the delegated authority and under the overall guidance of WHO Representative and the direct supervision of the Universal Health Care Team Coordinator, the UN Volunteer Healthy Ageing Specialist will:

- Provide technical assistance in healthy ageing:
• Contribute to development of a draft master plan for health care of older people;
• Support organization of national consultation processes of the draft master plan;
• Contribute to launch of ICOPE training materials to primary health care workers;
• Support organization of a workshop on age-friendly city and social determinants of health;
• Support organization of other policy and/or community dialogue related to healthy ageing.
• Perform other duties as requested/required by the WHO Vietnam office.

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 WHO Vietnam Office’s team member, efficient, timely, responsive, client-friendly and high-quality support rendered to WHO and its beneficiaries in the accomplishment of her/his functions, including:

  • Background documents and a draft master plan for health care of older people with WHO’s inputs.
  • Meeting reports of the consultation workshops on the draft master plan for health care of older people;
  • Records of successful delivery of ICOPE launch and training;
  • Meeting report of a workshop on age-friendly city and social determinants of health.

• 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

Education - Additional Comments:

• Advanced higher degree (Master’s or equivalent) in a relevant area, e.g. health policy, health
systems, public health or related fields.

- 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 one year of professional work experience at the national or international level in health policy and systems, public health, health equity or other relevant programmes; including the experience and knowledge of the health sector in Vietnam is strong asset, as is experience working in the WHO or other UN/international development organization.

**Language**

- English (Mandatory), Level - Fluent
- AND - Vietnamese (Mandatory), Level - Fluent

**Area of Expertise**

- Public health Mandatory
- Other development programme/project experience Mandatory
- Knowledge management, archiving and documentation Mandatory

**Area of Expertise Requirement**

- 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 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 the mission of promoting the UN Sustainable Development Goals especially the goal on Universal Health Coverage (UHC) with a principle of leaving no one behind, volunteerism as a mechanism for durable development, and the UN System.

**Need Driving Licence**

No

**Competencies & Values**

- Accountability
- Adaptability and Flexibility
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 VNMR000079-6608

Application procedure

* Not yet registered in the UNV Talent Pool?
First register your profile at [https://vmam.unv.org/candidate/signup](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](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?

First update your profile at [https://vmam.unv.org/candidate/profile](https://vmam.unv.org/candidate/profile).

Then go to ‘My Page’ at [https://vmam.unv.org/candidate/mypage](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.

Watch this video for the specific steps you must follow to register on the UN Volunteers’ Global Talent Pool [https://www.youtube.com/watch?v=VT5uJ_FolWU](https://www.youtube.com/watch?v=VT5uJ_FolWU)

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

Application deadline: 03 April 2020

doa.apply_url  
[https://vmam.unv.org/candidate/show-doa/Vk5NUjAwMDA3OQ==](https://vmam.unv.org/candidate/show-doa/Vk5NUjAwMDA3OQ==)

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.