UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

YEMR0000328--Communication 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

**Country of Assignment**: Yemen

**Host Institute**: United Nations Development Programme

**Volunteer Category**: National Specialist

**Number of Volunteer**: 1

**Duration**: 12 months

**Expected Starting Date**: Immediate

**Duty Station**: Sana’a [YEM]

**Assignment Place**: Non-Family Duty station

Enhanced Rural Resilience in Yemen (ERRY), SIDA and Prevention of Famine Response would intervene to the most affected governorates and districts. ERRY, a joint programme is being implemented by FAO, ILO, UNDP and WFP in five governorates; Hajjah, Hodeidah, Lahj Abyan, and Taiz. The three-years programme aims to contribute to reduced vulnerability and strengthened resilience capacity of crisis-affected communities in Yemen through creation of sustainable livelihoods and access to basic services. ERRY targets the most vulnerable such as women, the unemployed, youth, the Muhamasheen (a socio-economically marginalized group found in the peripheries of urban centers), internally displaced persons (IDPs) and stressed host communities, using inclusive, participatory and conflict-sensitive tools to mobilise and engage them in the intervention. SIDA and Famine response has more or less same approach as ERRY II.

The Specific Objective (Outcome) of the programme: Crisis affected communities are better able to...
manage local risks and shocks for increased resilience and self-reliance. The joint programme expected to achieve the following results over the implementation timeframe:

- **Output 1.** Community livelihoods, productive assets and food security are improved to strengthen resilience and self-reliance;
- **Output 2.** Vulnerable communities benefit from solar energy for sustainable livelihoods opportunities and enhanced social service delivery;
- **Output 3.** Communities and local authorities have enhanced capacities to respond to conflict and gender sensitive priorities needs.

The ERRY intervention under UNDP has four major components; livelihood improvement, access to energy, local governance and social cohesion. These four components are being implemented in 8 districts of Hajjah, Hodeidah, Abyan Lahj and Taiz governorates. Each component has multiple activities like selection of beneficiaries, training, mobilization, grant provision, service delivery, small scale initiatives and distribution, monitoring and evaluation. ERRY activities require sound visibility and convey the importance of interventions and their impact on the beneficiaries.

UNDP is seeking Communication Specialist to design and implement communication plan, which aims at showcasing the ERRY, SIDA and Prevention for Famine Response activities.

### III. Living Conditions

Yemen is one of the poorest countries in the Arab region facing multiple challenges and humanitarian crisis. The conflict in Yemen continues to cause immeasurable suffering while destroying livelihoods, homes, communities and essential civilian infrastructure. Yemeni people—men, women, children, young and old—are bearing the brunt of the casualties and suffering of the war due to the collapse of the state, the economy and security apparatus. Within a few months of the conflict, the humanitarian conditions declined rapidly reaching to Level 3 (complex and severe humanitarian conditions) making over 18.8 million out of the 27.4 million Yemenis in need for humanitarian assistance. The remarkable resilience of the Yemeni people that withstood decades of underdevelopment has overstretched beyond its remaining coping mechanisms, plunging most of the people into vulnerability, poverty and insecurity in an unprecedented scale of humanitarian disaster. 2,014,026 million and 956,076 (16-Task Force Population Report) of the population has been internally displaced of which most live with relatives, friends, in schools public or abandoned buildings. 17 million people are food insecure of which 7 million severely insecure. Yemen is one of the countries that are most dependent on food imports in the world. 55% of all food products and 90% of wheat (the main staple) are imported. Shelter, food, water, and non-food items are identified as the most urgent needs. The situation is further exacerbated by presence of large number of unemployed and unskilled Yemeni youth.

### Assignment Details
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1. Output 1. Community livelihoods, productive assets and food security are improved to strengthen resilience and self-reliance;
2. Output2. Vulnerable communities benefit from solar energy for sustainable livelihoods opportunities and enhanced social service delivery;
3. Output 3: Communities and local authorities have enhanced capacities to respond to conflict and gender sensitive priorities needs

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**Sustainable Development Goals**

1. No poverty

**Task description**

Under the direct supervision of ERRY Project Manager and the UNDP Communication Team Leader, the Communication Specialist will undertake the following tasks:

**Social Media**

- Assist in the implementation of the project communications Strategy with focus on the social media tools.
- Prepare and implement social media campaigns in consultations and guidance with UNDP.
This includes content preparation and dissemination as well as media outreach.

- Generate posts/tweets sheets on a daily basis to ensure frequent updates for ERRYJP1, UNDP Yemen Facebook page and Twitter accounts.
- Follow-up with the ERRY project technical specialists on the most recent and cleared updates from the field and use them for social media and website updates in quarterly basis after the clearance from the communication team of UNDP and JCU.

**General Communication**

- Contribute to start and scale up an interactive communication-model that gives ERRY, SIDA and Famine response beneficiaries a voice.
- Plan, draft and prepare press releases, success stories and articles in consultation with the project team members and implementing partners.

**Media Monitoring**

- Generate/translate media products project activities and events.

**Visual Communications**

- Demonstrate good skills in video-editing to respond to urgent and ad-hoc changes in videos products. Ensure content updates to UNDP Yemen YouTube Channel.
- Demonstrate good capacity in designing infographics and information visual content for social media, website and publications.

**Other Duties**

- Translate between English and Arabic for an ad-hoc small-scale publications (including social media clippings) and meetings
- Conduct capacity building of IPs in terms of ensuring proper visibility and products such as photo, videos etc.
- Regular updates on communication plan and implementation of activities.
- Communication risks log update on quarterly basis for all projects.

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

Contribution of the Communication Specialist lead the UNDP Yemen’s Communication Strategy to be successfully implemented. ERRY, SIDA and Famine Response visibility is well communicated. Products of communication convey timely and efficiently the beneficiaries voice and project outcomes. Social media are timely and efficiently active.

- 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

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<tr>
<th>Required Degree Level</th>
<th>Bachelor degree or equivalent</th>
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<tbody>
<tr>
<td>Education - Additional Comments</td>
<td>University degree in Communication, Journalism, International Relations or any other relevant field.</td>
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<td>Required experience</td>
<td>36 months</td>
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<td>Experience Remark</td>
<td>Master’s degree with 3 years (or bachelor’s degree with 5 years) of relevant experience in story writing, photo editing, social media marketing and website. Working experience in the UN system is preferable</td>
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<td>Language Skills</td>
<td>English (Mandatory), Level - Fluent</td>
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<td>Area of Expertise</td>
<td>Journalism, mass media and broadcasting Mandatory</td>
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<td>Communication and Massmedia</td>
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<td>Need Driving Licence</td>
<td>No</td>
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<td>Competencies &amp; Values</td>
<td>Accountability</td>
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<td>Adaptability and Flexibility</td>
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<td>Building Trust</td>
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26 Jun 2019
• Client Orientation
• Commitment and Motivation
• Commitment to Continuous Learning
• Communication
• Creativity
• Empowering Others
• Ethics and Values
• Integrity
• Judgement and Decision-making
• Knowledge Sharing
• Leadership
• Managing Performance
• Planning and Organizing
• Professionalism
• Respect for Diversity

Conditions of Service and other information

Condition of Service  Click here to view Conditions of Service

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 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 YEMR000328-4774

Application procedure

* Not yet registered in the UNV Talent Pool?

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?

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 Yemen and legal residents with a residency permit, the status of refugee or with the status of being stateless are eligible to apply.

**Application deadline:** 26 June 2019

**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.