
Informations générales

<table>
<thead>
<tr>
<th>Pays d’Affectation</th>
<th>South Africa</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agence/Institution hôte</td>
<td>United Nations Office on Drugs and Crime</td>
</tr>
<tr>
<td>Catégorie de volontaire</td>
<td>National Specialist</td>
</tr>
<tr>
<td>Nombre de Volontaires</td>
<td>1</td>
</tr>
<tr>
<td>Durée</td>
<td>jusqu’au 31-12-2020</td>
</tr>
<tr>
<td>Possibilité de prolongation de contrat</td>
<td>Oui</td>
</tr>
<tr>
<td>Date présumée du début d’affectation</td>
<td>Immédiate</td>
</tr>
<tr>
<td>Lieu d’Affectation</td>
<td>Johannesburg [ZAF]</td>
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<tr>
<td>Lieu d’Affectation avec Famille</td>
<td>Lieu d’Affectation avec Famille</td>
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Remarque sur le lieu d’affectation

Conditions de vie

Johannesburg is the most populous city in South Africa with a population of approximately 4.3 million people. Speakers of all of the nation’s eleven official languages live in Johannesburg, although in wildly varying numbers. While the most important and significant language, at least for business and corporate life, is undoubtedly English, though it is by far not the most widespread first language. Johannesburg has a fairly mild climate with plenty of sunshine and a heightened rate of precipitation in the summer months from October to April. The rest of the year tends to be fairly dry. Due to the altitude of the city (elevated about 1750 m), temperatures in Johannesburg average around 25°C in the summertime.

The range of criminal activity in the city includes petty theft and pick-pocketing, scams (for example the infamous “419” scam and ATM manipulation), violent and confrontational crime such as robberies and burglaries. All these crimes are carried out in various degrees of sophistication, often by groups of experienced perpetrators. Elaborate armed robberies targeted at businesses or cash transports have reportedly...
Détails sur l'Affectation

Titre de l'Affectation

Project Support Officer

Contexte organisationnel & description du projet

This position is located in the UNODC Global Maritime Crime Programme (GMCP), where the UNV will be working from Johannesburg, South Africa in the UNODC Regional Office for South Africa (ROSAF). The incumbent will perform his/her duties and responsibilities under the direct supervision of the Programme Coordinator (Indian Ocean West) supporting the activities Global Maritime Crime Programme.

Objectifs de développement durable

16. Peace, Justice and Strong Institutions

Description de l'action

Within the delegated authority and under the supervision of the Programme Coordinator or his/her designated mandated representative(s), the UNV Project Support Officer will:

- Assist the GMCP programme coordinator in the development, implementation and evaluation of the programme activities under the Global Maritime Crime Programme;
- Assist the GMCP programme coordinator and other team members in identifying technical assistance needs for capacity building and develop sustainable strategies to reform and strengthen the capacity of maritime law enforcement and other criminal justice authorities in the region;
- Assist the programme coordinator and other team members in project/programme and/or budget revisions, the preparation and dissemination of costed work plans, terms of references and other related project documentation on maritime crime and detention and transfer;
- Support the conduct of research and collation of information on maritime crime and the impact on littoral states in the Indian Ocean.
- Contribute with substantive support for policy coordination and evaluation functions, including the review and analysis of emerging issues and trends, participation in evaluations or research activities and studies;
- Contribute to the preparation of various written outputs, e.g. draft background papers, briefing notes, analytical notes, sections of reports and studies, inputs to publications, etc., relating to maritime crime issues in the region;
- Provide administrative and substantive support to the GMCP programme coordinator in view of consultative and other meetings, workshops, conferences, etc., including proposing agenda topics, identifying and proposing participants, preparing background documents and presentations, handling logistics, etc.;
- Assist the GMCP programme coordinator with administrative processes related to the procurement of equipment and services including preparation of purchase orders, contracts for consultants, related payment requests, and monitoring and follow-up on such requests in line with UN financial rules and regulations;
- Support field missions to locations the region where GMCP carries out programme activities, including provision of substantive and administrative support, data collection, etc.;
- Perform any other duties as required/assigned.

En plus de ce qui précède, les Volontaires des Nations Unies sont censés :

- Renforcer leurs connaissances et compréhension du concept du volontariat en lisant la documentation mise à disposition par le programme VNU, les publications externes et prendre activement part aux activités du programme VNU, par exemple s’impliquer dans les activités commémoratives de la Journée internationale des Volontaires (JIV), le 5 décembre. • Se familiariser et développer toute forme de volontariat traditionnel et/ou local au niveau du pays d’accueil. • Refléter le type et la nature des actions volontaires qu’ils entreprennent, y compris leur par-ticipation dans les réflexions substantielles. • Contribuer à la rédaction des articles sur les expériences de terrain à soumettre pour la publication du programme VNU/ site web, bulletin et notes de presse, etc. • Contribuer au Programme d’accueil des Volontaires des Nations Unies nouvellement arrivés dans le pays d’affectation ; • Promouvoir ou conseiller les groupes locaux dans l’utilisation des volontaires en ligne ou en-courager les individus et les organisations à utiliser les services de volontaires en ligne quand cela est techniquement possible.
Qualifications / Exigences

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<tr>
<th>Domaine de qualification</th>
<th>Master degree or equivalent</th>
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Niveau de qualifications - autres commentaires

- An advanced university degree (Master’s degree or equivalent) in law, criminology, or political or social science is required.

Expérience Requise

- 24 mois

Remarques sur l’Expérience

- At least 2 years of professional work experience at the national and/or international level in the private or public sector or NGO or other relevant programmes; experience in working in the international arena is an asset, as is experience working in the UN or other international development organization.

Linguistiques

- English (Mandatory) , Niveau - Fluent
- AND - French (Optional) , Niveau - Working Knowledge

Domaine d'expertise

- Criminal law Obligatoire
- Legal research Obligatoire
- Development programme/project administration Obligatoire

Domaine d'expertise requis

- 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 setting.
Conditions of service and other information

- 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;
- Desirable: valid national driver’s license and proven ability to drive manual gear 4x4 over rough terrain; (if not applicable, delete)
- Sound security awareness;
- Have affinity with or interest in transnational organized maritime crime and counterterrorism, volunteerism as a mechanism for durable development, and the UN System.

Permis de Conduire exigé
Oui

Compétencies et Valeurs

- Adaptability and Flexibility
- Commitment to Continuous Learning
- Communication
- Integrity
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Working in Teams

Conditions de service et autres informations

Conditions de service
Click here to view 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 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 for which you would like to apply.

Application deadline: 21-08-2020

doa.apply_url  https://vmam.unv.org//candidate/show-doa/WkJGUGAwMDA1NQ==

Avertissement

Le programme VNU est un programme qui promeut l’égalité des chances et encourage les candidatures de professionnels qualifiés. Le Programme VNU s’engage à assurer la diversité en termes de genre, de nationalités et de cultures.