UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

1. **Description of Assignment title:** UN Community Volunteers
2. **Host entity:** Name and acronym of host entity
3. **Mission and Objectives:** Mission and objectives in UVP are taken directly from the host entity
4. **Assignment Country:** Insert country of assignment
5. **Volunteer Category:** National UN Community Volunteer
6. **Number of assignments:** 1
7. **Start date:** Click or tap to enter a date.
8. **Duration in months or set expected end date:**
9. **Possibility of extension:** [ ] Yes [ ] No\*Dependent on continuation of mandate, availability of funding, operational necessity and satisfactory performance; there is no guarantee of assignment extension.
10. **Sustainable Development Goal:** Choose an SDG.
11. **Assignment context:** Brief context of the project

e.g. This UNV assignment is part of [Host Agency’s] project/flagship programming initiative etc. Provide brief description of the project including relevant stakeholders, outcomes etc. and/or include web link.

*For UNICEF DOAs include the following:*

In addition to duty station specific vaccine requirements, appointments are subject to confirmation of fully vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the appointment. It does not apply to UN Volunteers who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their contracts.

UNICEF offers reasonable accommodation for UN Volunteers with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the recruitment process and afterwards in your assignment.

1. **Task description:**

Under the direct supervision of Insert function of supervisor, the UN Community Volunteer will:

* Fill in the duties for this assignment. Please note that tasks should reflect the community nature of this modality and not include tasks that would be better suited for a national UN Volunteer specialist.
* Any other related tasks as may be required or assigned by the supervisor.
* Furthermore, UN Community 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
1. **Area(s) of specialization:**
2. **Required skills and experience:**
* Professional/trades skills;
* Skills in community development;
* Good communication skills.
1. **Requerid experience:**

Voluntary service, community engagement or work experience can be considered in lieu of any formal education;

1. **Area(s) of expertise (select all that apply)**

[x]  **Administration**

[ ]  **Agriculture**

[ ]  **Architecture and settlements**

[ ]  **Arts and design**

[ ]  **Business management**

[ ]  **Communication**

[ ]  **Community development**

[ ]  **Crisis and emergency response**

[ ]  **Development programmes**

[ ]  **Economics and finance**

[ ]  **Education**

[ ]  **Elections and governance**

[ ]  **Energy and environment**

[ ]  **Engineering and construction**

[ ]  **Facility management**

[ ]  **Health**

[ ]  **Human resources**

[ ]  **Information technology**

[ ]  **Legal affairs**

[ ]  **Logistics and inventory**

[ ]  **Manual labour and skilled trades**

[ ]  **Natural and life sciences**

[ ]  **Procurement and contracting**

1. **Required education*:*** Choose an item.

To be completed by the host entity. **DOAs for UN Community Volunteers are not to request education higher than secondary school, or equivalent.** If higher qualifications are required, the National Specialist UN Volunteer modality should be used.

* Secondary school education or equivalent;

Other possible desirable qualifications (indicative).

1. Languages : Working knowledge of is required

Good command of the working language is required.

1. **Competencies and values:** (the list below is indicative, to be adapted by the host entity based on the HE organizational values)
* Accountability
* Adaptability and flexibility
* Creativity
* Judgement and decision-making
* Planning and organising
* Professionalism
* Self-management
1. **Living conditions and other remarks:**

[Provide brief description of relevant living conditions in duty station – e.g. security situation, access and air travel, climate, cultural awareness such as dress code / alcohol use, cost of living, accommodation options, availability of food/water/electricity, medical facilities, banking facilities, communications infrastructure, etc.

End with encouraging but cautioning statement such as “XXX is a unique country and XXX is a unique (humanitarian) operation. It provides for an interesting and enriching environment, but also requires a mature level of cultural awareness, as well as more stamina and commitment than elsewhere to make life comfortable and affordable. Therefore, flexibility and the ability and willingness to live and work in harsh and potentially hazardous conditions, involving physical hardship and little comfort, are essential.

1. **Driving license needed:** [ ] Yes [ ] No
2. **Assignment is reserved exclusively for persons with disabilities:** [ ] Yes [ ] No
3. **Reasonable Accommodation:** [ ] Yes [ ] No
4. **Accessibility measures in place:**
5. **Additional accessibility info:**

## Other Information

**Inclusivity Statement**

United Nations Volunteers is an equal opportunity programme that welcomes applications from qualified professionals. We are committed to achieving diversity in terms of gender, care protected characteristics. As part of their adherence to the values of UNV, all UN Volunteers commit themselves to combat any form of discrimination, and to promoting respect for human rights and individual dignity, without distinction of a person’s race, sex, gender identity, religion, nationality, ethnic origin, sexual orientation, disability, pregnancy, age, language, social origin, or other status.

**Note on Covid-19 vaccination requirements**

Selected candidates for certain occupational groups may be subject to inoculation (vaccination) requirements, including against SARS-CoV-2 (Covid-19) in line with the applicable Host Entity’s policy

**Duty stations**

**Assignment 1:**

**Hiring Manager for this assignment:**

[Name, functional title, email, Host Agency, location, date]

**Alternate Hiring Manager for this assignment (if available):**

[Name, functional title, email, Host Agency, location, date]

**Supervisor of UN Volunteer (if known):**

[Name, functional title, email, Host Agency, location, date]