UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

1. **Description of Assignment title:** Insert assignment title.

Title must contain the word “Refugee” (e.g. Refugee Programme Assistant)

1. **Host entity:** Name and acronym of host entity
2. **Mission and Objectives:** Mission and objectives in UVP are taken directly from the host entity
3. **Assignment Country:** Insert country of assignment
4. **Volunteer Category:** Refugee UN Volunteer
5. **Number of assignments:** 1
6. **Start date:** Click or tap to enter a date.
7. **Duration in months or set expected end date:**
8. **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.
9. **Sustainable Development Goal:** Choose an SDG.
10. **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.

1. **Task description:**

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

Key tasks described for RUNV assignments shall need to be linked to specialized skills/knowledge of Refugees that are not available among the national population of the host country (e.g. require the expertise and skills of the refugee community, such as language skills, cultural understanding and knowledge of the national education curriculum of people of concern, etc).”

* Any other related tasks as may be required or assigned by the supervisor.
1. **Area(s) of specialization:**
2. **Required skills and experience:**

This assignment is for candidates with recognized refugee status in the country of assignment.

1. **Requerid experience:**

Requirements described for RUNV assignments shall need to be linked to specialized skills/knowledge of Refugees that are not available among the national population of the host country (e.g. require the expertise and skills of the refugee community, such as language skills, cultural understanding and knowledge of the national education curriculum of people of concern, etc)

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.

Education, qualifications, skills, experience, areas of expertise(to be filled in by the host entity):

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:**
6. **Reference checks requested by host entity:**

## 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]