

## UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

AFGR001382--Peace and Reconciliation Associate

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

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Country of Assignment	Afghanistan
Host Institute	UN Mission in Afghanistan
Volunteer Category	National Youth
Number of Volunteer	1
Duration	12 months
Possibility of Extension	Yes
Expected Starting Date	Immediate
Duty Station	Kabul [AFG]
Assignment Place	Non-Family Duty station
Assignment Place Remark	

Assignment is non family

Living Conditions

## Assignment Details

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Assignment Title Peace and Reconciliation Associate

Organizational Context & Project Description

This position is based in the UNAMA Peace & Reconciliation Office (PRO), led by the Special Advisor to

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the SRSG on Peace & Reconciliation. PRO focuses on UNAMA's support to the Afghan peace efforts, including through Local Peace Initiatives and regional engagements. The international and national political affairs officers in PRO are supported by and work closely with dedicated peace and reconciliation officers in seven key UNAMA Field Offices, who are charged primarily with supporting Field Office efforts to implement peace initiatives and conduct consensus-building activities at the local level. The UN Volunteer would work closely with her counterparts in the Peace & Reconciliation Office in the UNAMA HQ and in the Field Offices, as well as with other relevant UNAMA sections, such as the Gender Affairs Office and the Human Rights Service.

## **Sustainable Development Goals** 16. Peace, Justice and Strong Institutions

### **Task description**

Under the direct supervision of Senior Political Affairs Officer, Peace & Reconciliation Office, the National Youth UN Volunteer will undertake the following tasks:

- Support the development of PRO's work on Women, Peace and Security and women's and youth participation in peace processes.
- Help advance the PRO's engagements with non-governmental and civil society organisations working on peace and reconciliation.
- Establish collaborative working relations with counterparts throughout the UNAMA HQ substantive sections and the UNAMA Field Offices, particularly those working on women and youth engagement.
- Assist the Peace & Reconciliation Office in any other areas of work, as requested.

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**

- National female capacity on peace and reconciliation is developed.
- A National Youth UN Volunteer has groomed to enhance her job prospect within UNAMA/UN AFPs;
- As the result of the Project a wider selection of competent and confident National Female Candidates are available for job selection;
- With an increase recruitment of National Females, UNAMA's gender ratio increases from its current 7% ratio;
- The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counterparts, 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.
- 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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**Required Degree Level** Bachelor degree or equivalent

**Education - Additional Comments**

Bachelor's Degree, preferably in political science, international relations, social sciences, law, public administration, or a related field

**Required experience** 0 months

**Experience Remark**

Experience in the areas of peace and conflict resolution at national or local levels; women, peace and security; youth engagement; and/or working in international or non-governmental organisations is desirable.

**Language Skills**

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

**Area of Expertise**

- Crisis and conflict prevention, mitigation, resolution and reconciliation Mandatory

**Area of Expertise Requirement**

Gender or Peace related experience is desirable.

**Need Driving Licence** No

**Competencies & Values**

- Accountability

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- Adaptability and Flexibility
- Commitment and Motivation
- Commitment to Continuous Learning
- Planning and Organizing
- Professionalism
- Working in Teams

## Conditions of Service and other information

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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 ) and final repatriation (if applicable).

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;

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- 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** AFGR001382-3986

#### **Application procedure**

#### **\* Not yet registered in the UNV Talent Pool?**

Please first register your profile at <https://vmam.unv.org/candidate/signup>. 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.

This is a national UN Youth assignment, therefore only nationals of Afghanistan between 20 – 29 years of age are eligible to apply.

The vacancy is open for female candidate only. Please send your application and CV to [recruitment.af@unv.org](mailto:recruitment.af@unv.org) not later than 10 March 2019 mentioning the vacancy number and position title.

#### **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.