

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

COLR001019--UN Youth Volunteer in Human Rights

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	Colombia
Host Institute	UN Office of the High Commissioner for Human Rights
Volunteer Category	International Youth
Number of Volunteer	1
Duration	12 months
Expected Starting Date	15-02-2021
Duty Station	Bogota [COL]
Assignment Place	Family Duty Station

Assignment Place Remark

UN Youth Volunteer assignments are always without family.

Living Conditions

Conditions of living in any of the OHCHR Duty Stations are generally good. There are a variety of activities to encounter while in these cities, from sightseeing to theatres, cinemas, cultural and sport activities, and restaurants that offers typical local and regional food as well as international cuisine.

Medical services in main cities (private clinics and hospitals) are available. Visitors are advised that some clinics request a down payment before they admit a patient, even in emergencies. Visitors should take medical precautions and advice should be sought before travel. Travelers to Urabá, Choco, Córdoba, Putumayo, Vichada, Guainía, Guaviare, Meta, Amazonas, Casanare, Vaupes, Norte de Santander and Caquetá must have yellow fever, malaria, measles and varicella inoculation certificates since some airlines require passengers to carry current health documents.

Assignment Details

Assignment Title

UN Youth Volunteer in Human Rights

Organizational Context & Project Description

OHCHR-Colombia was established, upon request of the Commission on Human Rights and the initiative of the Government of Colombia, on 29 November 1996 by an Agreement between the Government of Colombia and the High Commissioner for Human Rights, (E/CN.4/1997/11). OHCHR has been present in Colombia since 1997. OHCHR-Colombia operates from the capital city, Bogotá, and ten offices across the country. It implements a comprehensive strategy that includes: 1) monitoring of the human rights situation with a view to advising the authorities on the formulation and implementation of policies, programmes and measures to promote and protect human rights, also in the context of violence, including through the presentation of annual reports on the human rights situation in Colombia to the Human Rights Council; 2) cooperation and technical assistance and advice to the Government to promote respect and observance of human rights and international humanitarian law in Colombia; 3) provision of technical assistance and advice to civil society and non-governmental human rights organizations and individuals, and 4) promotion of human rights to the general public and dissemination of information on international human rights and humanitarian law standards.

The historical Peace Agreement signed in November 2016, by the Government of Colombia and the Revolutionary Armed Forces of Colombia (FARC-EP) has provided OHCHR with additional responsibilities on a wide range of human rights related components. This includes to monitor and report on public policies for the dismantling of criminal organizations and protecting human rights defenders, security for FARC members as they transition from ex combatants to fully fledged political party members, case review of detained FARC members, and accompanying victims in their search for truth, justice, reparation and guarantees of non-recurrence.

OHCHR actively participates in interagency spaces related to the Women, Peace and Security agenda, sharing information with key actors involved in such spaces on challenges and opportunities identified on women's participation in peace-building processes in the regions, based on the Office's work in different communities.

OHCHR provides inputs to the Secretary-General's reports on Security Council Resolutions 1325 (2000) on women, peace and security and 1820 (2008) on sexual violence during wars.

Sustainable Development Goals

16. Peace, Justice and Strong Institutions

Task description

Under the direct supervision of Deputy Representative, the UN Volunteer will undertake the following tasks:

- Assist in conducting field missions in order to gather relevant information and promote change and impact to improve the human rights situation in Colombia;
- Assist in receiving complaints and interviewing victims, witnesses of violations on human rights and breaches of international humanitarian law in one or more selected areas under the responsibility of the Office;
- Assist in conducting research and analysis with respect to specific human rights and groups such as indigenous peoples and other ethnic groups in areas under the responsibility of the Office;
- Assist the Coordinator in the preparation of monthly reports, particularly on human rights and international humanitarian law trends in the geographical or thematic area of assignment, including gender-specific issues according with international law;
- Assist the Human Rights Officers in identifying and researching themes (including of political, ethnic, racial, gender, social, economic, nature or causing civil unrest in the country or geographic area), and in maintaining the human rights database up to date;
- Provide support to the Human Rights Officers and Coordinator in the registration and analysis of cases of violations of human rights and breaches of international humanitarian law in the Office database, including proper legal qualification;
- Assist the Human Rights Officers in the preparation of external activities such as workshops, seminars and courses;
- Assist the Office to transmit and spread its mandate;
- Identify key contacts and opportunities for strategic partnerships to facilitate communication efforts;
- Respond to a variety of inquiries and information requests;
- Perform other tasks as required

Furthermore, UN Volunteers are required to:- Strengthen their knowledge and understanding of the concept of volunteerism by reading

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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

- One or more geographical areas under the responsibility of the office with regard to human rights duly covered according to OHCHR standards;
- Cases of human rights violations duly registered and classified into the Office database to be used for reports and assessments;
- Quality reports in specific areas and themes, according to OHCHR standards;
- Human rights events, courses, seminars and workshops organized successfully and according to UN standards and procedures;
- 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

Required Degree Level Master degree or equivalent

Education - Additional Comments

Master's degree in in law, political science or international relations.

Required experience 3 months

Experience Remark

- Demonstrated interest and/or experience (ideally one year) in the area of protection of human rights and international humanitarian law.
- Previous experience as a volunteer and/or experience of another culture, (i.e. studies, volunteer work, internship) would be highly regarded;
- Good knowledge of institutional mandates, policies and guidelines related to human rights.
- Good knowledge of and exposure to a range of human rights issues to include approaches and techniques to address sensitive problems.
- Capacity of research, analysis, discussion and drafting required
- Strong communication skills (spoken, written and presentational) skills, including the ability to produce a variety of written reports in a clear, concise style, to deliver training presentations to external audiences, to build/maintain effective partnerships.
- Proven interpersonal skills and ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

Language

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

Area of Expertise

- Other development programme/project experience Mandatory

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Area of Expertise Requirement

Age requirement

UN Youth Volunteers should be between 18 and 29 years old throughout the duration of their service.

Learning Expectations

Learning and development are a central part of the UN Youth Volunteer's assignment and take place before, during and after his or her assignment in the field. Ideally, offering diverse opportunities for learning and development aim to strengthen the volunteer's skills and competences, improve the quality of the assignment and keep the volunteer's motivation high.

Learning elements for the UN Youth Volunteer include the development of:

- Professional skills: including specific competencies and reflection on assignment-related abilities; and on-the-job skills such as time management, problem solving, team building; and career preparedness such as interview skills, CV preparation, job searching.
- Inter-personal skills: including communication and listening skills; multi-cultural awareness and cultural competency; and conflict and stress management.
- Volunteering-related skills: including leadership; civic responsibility; and engagement and active participation.

Beyond the learning opportunities provided by UNV, the host agency will support knowledge and capacity development in the technical areas that are relevant to the UN Youth Volunteer's assignment. The host agency will provide, at its expense, UN Youth Volunteers with equal opportunity to participate in training courses and workshops offered to its personnel.

Need Driving Licence Yes

Competencies & Values

- Accountability
- Adaptability and Flexibility
- Building Trust
- Client Orientation
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Creativity
- Empowering Others
- Ethics and Values
- Integrity
- Judgement and Decision-making
- Knowledge Sharing
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Self-Management
- Working in Teams

Conditions of Service and other information

Condition of Service [Click here to view Conditions of Service](#)

Conditions of Service:

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Note on novel coronavirus – COVID-19.

The rapidly changing nature of novel coronavirus COVID-19 has placed significant and increasing restrictions on the freedom of movement of people across the globe, within countries and across borders. Such restrictions make it very difficult for international UN Volunteers to begin their assignments at their assigned duty station and UNV cannot guarantee assignments will proceed as normal.

Candidates for international UN Volunteer assignments during this period may be exceptionally granted alternative working arrangements to work from their place of recruitment until restrictions are lifted. This is at the discretion of the host entity. Candidates proceeding to interview are recommended to discuss the likelihood of travel and possible alternative arrangements with the host entity. If selected, candidates should carefully consider the circumstances before accepting UNV's offer.

In cases where the UN Host Entity partner has requested the UN Volunteer to perform their assignment remotely, the Post Adjustment Multiplier (PAM) and related entitlements to be paid may be adjusted to the temporary duty station from where the UN Volunteer has been requested to work if requested by the UN Host Entity.

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.

A UN Volunteer receives a Volunteer Living Allowance (VLA) per month and is paid at the end of each month to cover housing, utilities, transportation, communications and other basic needs. The VLA can be computed by applying the Post-Adjustment Multiplier (PAM) to the VLA base rate of (choose from the drop down menu the appropriate rate here): US\$1,321. The VLA base rate is a global rate, while the PAM is country-specific and fluctuates on a monthly basis according to the cost of living. This method ensures that international UN Volunteers have comparable purchasing power at all duty stations irrespective of varying costs of living. The PAM is established by the International Civil Service Commission (ICSC) and is published at the beginning of every month on the ICSC website <http://icsc.un.org>.

For UN Volunteer entitlements, kindly refer to the link <https://vmam.unv.org/calculator/entitlements>

In non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, international UN Volunteers receive a Well-Being Differential (WBD) on a monthly basis.

Furthermore, UN Volunteers are provided a settling-in-grant (SIG) at the start of the assignment (if the volunteer did not reside in the duty station for at least 6 months prior to taking up the assignment) and also in the event of a permanent reassignment to another duty station.

UNV provides life, health, permanent disability insurances as well as assignment travel, annual leave, full integration in the UN security framework (including residential security reimbursements).

UN Volunteers are paid Daily Subsistence Allowance at the UN rate for official travels, flight tickets for the final repatriation travel (if applicable). A resettlement allowance is paid for satisfactory service at the end of the assignment.

UNV will provide, together with the offer of assignment, a copy of the Conditions of Service, including Code of conduct, to the successful candidate.

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 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;
- 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)

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.