

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

KENR001769--UN Youth Volunteer in Family Planning and Reproductive Health

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	Kenya
Host Institute	United Nations Population Fund
Volunteer Category	International Youth
Number of Volunteer	1
Duration	12 months
Expected Starting Date	15-02-2021
Duty Station	Nairobi [KEN]
Assignment Place	Family Duty Station

Assignment Place Remark

UN Youth Volunteer assignments are always without family.

Living Conditions

The incumbent will find his/her own housing arrangements in Nairobi. Nairobi is a modern metropolitan city where most basic goods and services are available locally at reasonable cost. The city is at a high altitude, with sunny days and cooler nights. There is a short rainy season before Christmas, and longer rains fall from March to May. November to February is generally warm. No need for central heating, however warm clothes are necessary during the rainy season. There are several transportation options in Nairobi, including taxis, buses, mini-buses, and mobile applications for transport. Public healthcare in Nairobi is generally subpar, but there are private healthcare options that are of better quality. The city is widely connected through Jomo Kenyatta International Airport and the smaller Wilson Airport. Air transport is also available to many up country destinations. The city is home to some 3,000 UN personnel mainly attributed to the fact that it serves as the headquarters for both UN HABITAT and UNEP, and as the UN Regional Hub for the East and Horn of Africa region. Security is an issue in Nairobi, with incidents of car-jacking and theft not uncommon. Safety and security in Nairobi varies depending on different neighbourhoods, and it is important to become familiarized with safety recommendations for the city. Telecommunication system in Nairobi is generally sufficient. Internet access is generally reliable. There are fairly frequent power

cuts, however most of the shared compounds have generators. Water supply can also be an issue as Kenya often experiences drought. In these situations, expats may need to supplement their water supply by buying in water tankers. Kenyans are wonderfully friendly and tolerant to visitors. English is the first language spoken here, though most Kenyans are trilingual, using tribal languages and Kiswahili.

Assignment Details

Assignment Title

UN Youth Volunteer in Family Planning and Reproductive Health

Organizational Context & Project Description

Organizational Context & Project Description:

The UNV post is located at the UNFPA Kenya County Office in Nairobi, Kenya and will receive strategic guidance and supervision from the Family Planning/Commodity Security Specialist

Organizational Context & Project Description:

UNFPA is the lead UN agency for Reproductive Health and Rights and supports countries in procurement, importation, customs clearance and last mile delivery of Reproductive Health (RH) commodities. The overall goal is to achieve universal access to sexual reproductive health and reproductive rights and ultimately end unmet need for Family Planning (FP), which is one of UNFPA three Transformative Results. The achievements of the zero unmet needs for FP is met with support from UNFPA Supplies program.

Established in 2007, UNFPA Supplies is catalytic fund and the key vehicle for delivering on the UNFPA Family Planning Strategy 2012–2020, and the programme's efforts underpin nearly every aspect of UNFPA's mission to ensure that every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. By supporting countries to strengthen their health systems, UNFPA Supplies is helping reach millions of women and girls with supplies and services that protect their sexual and reproductive health and reproductive rights.

UNFPA Supplies is pivotal to achieving the Family Planning 2020 goal of reaching an additional 120 million women and girls with access to voluntary family planning by 2020. Globally, about a third of women using modern contraceptives in the 69 FP2020 countries get commodities through UNFPA Supplies. Without these products, there can be no progress. The programme also supports UNFPA's work to integrate sexual and reproductive health services into emergency response. Kenya is one of the Countries which is a beneficiary of the UNFPA Supplies Program.

Financing of family planning programmes and commodities in Kenya is currently reliant on three main sources: public, private and external support (donors). Donor contribution is declining which highlights increasing importance of domestic financing and leveraging the private sector. Even though there have been improvements in FP commodity these improvements, financing of FP commodities has been characterized by significant fluctuations and persistent funding gaps.

The ICPD25 Summit, co-convened by the governments of Kenya and Denmark with UNFPA, the United Nations sexual and reproductive health agency, set in motion a strategic effort, based on quality data, to achieve **three zeros** by 2030: **zero** unmet need for contraception; **zero** preventable maternal deaths; and **zero** gender-based violence and harmful practices, such as child marriage and female genital mutilation.

The Government of Kenya (GOK) committed the achievement of all three zeros during the Nairobi Summit. In order to achieve zero FP unmet needs, there is need for the GOK to increase domestic financing of Family planning. A sustainable domestic financing mechanism for FP is key in sustaining the gains made in achieving universal health coverage (UHC), the ensuring the health and rights of women and all Kenyan Citizens. To sustain and continuously improve on the gains made, it is important to ensure that national advocacy efforts for commodity security are coordinated at the highest level including monitoring of the ICPD25 commitments and strengthening of commodity security systems.

UNFPA has supported various interventions to strengthen domestic financing in Kenya which include development and roll out Total Market Approach (TMA) strategies to reach the marginalized, underserved population), enhance public-private partnership (such as partnership with Coca-Cola on reaching the last mile) and the establishment early warning system (to prevent stock outs). UNFPA and GOK continue to work closely in collaboration with other stakeholders to advocate for sustainable domestic financing of FP in spite of current COVID-19 pandemic.

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The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).

Therefore, the deployment of UNV to Kenya Country Office will be to strengthen UNFPA Country office's capacity to provide high quality technical assistance to GOK to achieve its Nairobi commitment on FP.

Sustainable Development Goals**3. Good Health and Well-being****Task description**

Under the direct supervision of Family Planning, Reproductive Health Commodity Security (FP/RHCS) Specialist, and in close consultation with the Family Planning, Sexual Reproductive Health (FP/SRH) Advisor, the UN Volunteer will assist with the following tasks:

1. Support to ensure effective management of UNFPA Supplies Program, specifically Reproductive Health Commodity Security (RHCS)
2. Assist in development, monitoring and documentation of innovative Supply Chain Management (SCM) interventions being implemented by Kenya Country Office (KCO) including Last Mile Delivery Assurance collaboration between KEMSA-Coca-Cola Bottlers Africa and UNFPA and others
3. Assist in monitoring distribution of RH commodities from the Central Stores -Kenya Medical Supplies Agency (KEMSA) and document updates and human interest stories
4. Assist in rolling out the Last Mile Delivery Assurance policy including monitoring and regular updates on the distribution of RH commodities
5. Support in high level advocacy, coordinating and documenting sustainable domestic financing advocacy efforts including drafting policy briefs, infographics etc
6. Assist following up quarterly reports from Implementing Partners demonstrating the receipt and distribution of the FP commodities.
7. Proactively participate in the Supply Chain Management team and position UNFPA issues
8. Assist in planning and participate in program field monitoring missions
9. Any other duties assigned by the Supervisor

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

- Monthly progress reports and a final report describing implementation status of the UNV annual work plan and progress in meeting its milestones and targets as per the roles and responsibilities spelled out within this DOA.
- 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 Social Sciences.

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Required experience

3 months

Experience Remark

- Demonstrated interest and/or experience (ideally one year) in programme management, advocacy and Family planning and its tools such as Total Market approach, supply chain management etc
- Previous experience as a volunteer and/or experience of another culture, (i.e. studies, volunteer work, internship) would be highly regarded.

Language

- English (Mandatory) , Level - Fluent

Area of Expertise

- Other development programme/project experience Mandatory

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

No

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

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- Judgement and Decision-making
- Knowledge Sharing
- Leadership
- Managing Performance
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Self-Management
- Technological Awareness
- Vision
- Working in Teams

Conditions of Service and other information

Condition of Service

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

Conditions of Service:

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

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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.

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