

## UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

### LKAR000305--UN Youth Volunteer in Extremism, Security Sector Reform and Rule of Law

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

<b>Country of Assignment</b>	Sri Lanka
<b>Host Institute</b>	United Nations Office on Drugs and Crime
<b>Volunteer Category</b>	International Youth
<b>Number of Volunteer</b>	1
<b>Duration</b>	12 months
<b>Expected Starting Date</b>	15-02-2021
<b>Duty Station</b>	Colombo [LKA]

#### Assignment Place Remark

This assignment is part of the *Talent Programme for Young Professionals with Disabilities*. The programme seeks to: 1) enhance the employability and career prospects of young professionals with disabilities through work experience with UN offices; and 2) build a talent pipeline of qualified professionals with disabilities who can contribute to the attainment of the Sustainable Development Goals (SDGs) at national and global levels.

#### Living Conditions

On 21 April 2019, a large-scale and coordinated terrorist attacks were conducted against hotels and churches in Colombo and the Eastern and North-Western provinces of Sri Lanka. National authorities have escalated the threat level and security measures within the country as a result.

Colombo is situated in the Western Province of Sri Lanka and is the commercial capital of the country. The city is located on the west coast of the island, adjacent to the administrative capital, Sri Jayawardenepura, Kotte. The climate is fairly temperate all throughout the year but humidity is usually high. Yearly average temperature in Colombo ranges between 27 and 30 degrees Celsius. The only major change in the weather occurs during monsoon season from May to August and October to January when heavy rainfalls occur.

Bandaranaike International Airport is located 35km from Colombo and is served by the main international airlines.

There are hotels and other types of accommodation options available in Colombo. Medical and banking facilities and infrastructures are present within the city and basic utilities such as food, water and electricity are also readily accessible.

### Reasonable Accommodation

The UN system is committed to creating an inclusive workplace and commits to taking appropriate measures to enable persons with disabilities to access employment opportunities and benefit equally from employment related opportunities by providing reasonable accommodation. In this context, "reasonable accommodation" means necessary and appropriate modifications and adjustments not imposing a disproportionate or undue burden, where needed in a particular case, to ensure to persons with disabilities the enjoyment or exercise on an equal basis with others of all human rights and fundamental freedoms<sup>[1]</sup>.

[1] Convention on the Rights of Persons with Disabilities, Article 2

### Accessibility

The project team is currently in the process of identifying new office space in Colombo and thus cannot provide details on accessibility at this time. However, as soon as premises are identified and secured, this information will be shared with UN Volunteer.

# Assignment Details

**Assignment Title** UN Youth Volunteer in Extremism, Security Sector Reform and Rule of Law

### Organizational Context & Project Description

Established in 1997 as the Office for Drug Control and Crime Prevention, the United Nations Office on Drugs and Crime (UNODC) is guided in its work by a broad range of international legally binding instruments and a set of United Nations standards and norms on crime prevention and criminal justice, including on terrorism.

UNODC possesses significant comparative advantages for offering a comprehensive response to terrorism. In particular, it combines a range of expertise in the related areas of crime prevention and criminal justice, rule of law, drug control, transnational organized crime, money-laundering, corruption and related international cooperation in criminal matters with operational field-level capacity. Placed under the UNODC Regional Office for South Asia (ROSA), the Programme Office in Sri Lanka (POLKA) is responsible for the implementation of UNODC mandate in the country.

This assignment will fall within the implementation of two projects on support to Sri Lanka and the Maldives on counter-terrorism. These projects focus on increasing the institutional capacity of criminal justice officials to effectively prevent/detect, investigate, prosecute and adjudicate terrorism cases in the two countries, in line with the relevant international legal instruments and human rights norms, standards and good practices. Outcomes under the project relate to: legislative, legal and policy counter-terrorism frameworks; countering the financing of terrorism; foreign terrorist fighters; interagency and international cooperation; the use of the Internet for terrorist purposes and electronic evidence; and effective adjudication of terrorism cases. The UNV will provide assistance to the UNODC team assigned to the projects, facilitating the team's work and the fulfilment of tasks linked to the accomplishment of the projects' overall objectives.

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

### Task description

Under the direct supervision of Senior Programme Officer heading the Programme Office in Sri Lanka, the UN Volunteer will undertake the following tasks:

Assist in the implementation of two projects on support to Sri Lanka and the Maldives on counter-terrorism, including by:

- Assisting in conducting background research on relevant topics, including by collecting best practices and methodologies;
- Contributing to the drafting of implementation and other project-related reports;
- Assisting in the organization of workshops, seminars and other events and in the drafting of the related material;

- Assisting in the preparation of budgetary and financial documents; and
- Participating in substantive discussion and providing his or her expertise, when required;

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

- Relevant documents outlining the outcomes of research on assigned topics are produced and discussed;
- Contributions to reports are discussed and included in the final draft of the documents, as appropriate;
- Documents and material necessary for the organization and delivery of events are finalized in a timely and effective manner;
- Budget and other financial documents are accurately prepared;
- Participation in technical events and internal coordination meetings is carried out;
- 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** Bachelor degree or equivalent

### Education - Additional Comments

Degree in international relations, law, political science or a related field.

**Required experience** 3 months

### Experience Remark

To be eligible to apply to the UNDP-UNV Talent Programme for Young Professionals with Disabilities, candidates need to be a person living with a disability.

### Specific requirements:

- Demonstrates interest and/or experience in crime and/or terrorism prevention, law enforcement, prosecution, criminal justice, international relations, social or political affairs or a related area;
- Interest and/or knowledge on Security Sector Governance and Reform would be desirable;
- A basic understanding and/or knowledge on fundamental human rights or underlying principles of the rule of law and their link with prevention of terrorism and violent extremism would be an asset; and
- 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

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F. +49 (0) 228-815 2001

W. [www.unv.org](http://www.unv.org)

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

- 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

- Client Orientation
- Commitment and Motivation
- Commitment to Continuous Learning
- Ethics and Values
- Integrity
- Professionalism
- Respect for Diversity
- 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

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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.*