

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

MOZR000693--UN Youth Volunteer in SDG policy analysis

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	Mozambique
Host Institute	United Nations Development Programme
Volunteer Category	International Youth
Number of Volunteer	1
Duration	12 months
Expected Starting Date	15-02-2021
Duty Station	Maputo [MOZ]
Assignment Place	Family Duty Station
Assignment Place Remark	

Living Conditions

Mozambique has a total population of about 29 million people and Maputo is its capital city. The city is very pleasant and offers a wide range of facilities. The hottest and wettest months in Maputo Province are December to February when the average daily minimum temperatures are around 22°C and the average daily highs of 30°C. The rain season is between October and April. Winters (June to August) are mild with the average daily temperature ranging from 13°C to 24°C. Communication and transport services are available at various costs. There is a wide selection of apartments and houses for rent from US\$ 700 to US\$ 1,000 per month. Meals at restaurants cost between US\$7 and US\$15. Maputo city has several supermarkets that sell food, clothing, and household goods at reasonable prices. Prices of basic commodities and goods are not necessarily low and quality is often questionable, but you can easily buy all that you need to live in Maputo. An entry visa is required for travelers and must be obtained prior to arrival. However, some nationalities are exempted from the visa requirement and usually, travelers are advised to check for their visa status prior to traveling to Mozambique. The Metical is the local currency and exchange rate stands at USD 1 equivalent to about 63 meticals (MZM) as of June 2020. There are private clinics that provide healthcare services. Banks and ATMs are as well available to meet financial needs. Visa cards are widely accepted. The country hosts some of the finest beaches in the world. Game parks and wildlife reserves are easily accessible.

from Maputo.

Mozambique is located in the southeastern coast of Africa, bordering South Africa, Eswatini, Zimbabwe, Zambia, Malawi and Tanzania, with an Indian Ocean coastline of 2,700 Km. The country is endowed with important natural resources, such as arable land, forestry, water, energy and mineral resources, including the third largest reserves of natural gas in the continent, recently discovered in the Rovuma river basin, bordering Tanzania, in the northern province of Cabo Delgado.

Assignment Details

Assignment Title UN Youth Volunteer in SDG policy analysis

Organizational Context & Project Description

The UN Youth Volunteer is part of the Economic Policy Analysis Unit (EPAU), reporting directly to UNDP's Senior Economist in Mozambique. The work of the Economic Policy Analysis Unit focuses on helping advance the implementation of the 2030 Agenda and the SDGs in the country through high quality strategic policy work, including evidence-based policy analysis and research, support to national and government policy processes in the area of sustainable development and support to national policy dialogues on sustainable development matters.

As a member of EPAU, the UN Youth Volunteer supports the work of the unit with high quality research and analysis on sustainable development trends and dynamics in Mozambique, with a strong focus on quantitative, data driven analysis. The UN Youth Volunteer also provides basic project management support to the growing portfolio of policy related activity that EPAU is responsible for implementing. This includes work on SDG modelling, SDG Finance, SDG localization, trade and regional integration, statistics or support to national planning processes. In performing his/her duties, the incumbent works closely with other colleagues in EPAU, the UNDP country office and other relevant country, regional and global UNDP and UN wide networks. His/her work also involves regular engagement with key counterparts in government (Ministry of Finance, National Institute of Statistics, etc.), civil society, development partners, academia and the private sector with whom EPAU works.

Sustainable Development Goals 17. Partnerships For the Goals

Task description

Under the direct supervision of the Senior Economist in UNDP Mozambique, the UN Volunteer will undertake the following tasks:

- 1. Supports the EPAU team and UNDP's senior management with high quality research and analysis on sustainable development trends in Mozambique**
 - Assists with monitoring macroeconomic and sustainable development trends and policies in Mozambique and, more broadly, in the Africa region and globally;
 - Participates in the production of regular analyses and research briefs on development trends and emerging issues in Mozambique;
 - Produces background desk-based research on topics relevant to the work of EPAU and the UNDP Senior Economist in Mozambique.
 - Supports the data and analytical needs of the Senior Economist and UNDP's senior management team in Mozambique.
 - Supports the advisory work of the UNDP Senior Economist with quality inputs, in the form of relevant analyses and policy briefs and other materials;
- 2. Supports EPAU's collaborations with other units in the UNDP country office and its policy advisory and capacity development support to national counterparts**
 - Participates in capacity development and knowledge sharing activities implemented by EPAU involving national counterparts and other external partners;
 - Provides analytical and data inputs to the preparation and update of CCA, UNDAF, CPD, CPAP and other strategic documents;
 - Provides analytical and data inputs to all relevant UNDP programmes and projects to ensure alignment of UNDP programmes with national policies and priorities;
 - Contributes to knowledge networks and communities of practice in the Mozambique country office, in UNDP's Regional Bureau

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for Africa and in UNDP's Global Policy Network, sharing best practices and lessons learnt;

- Participates in development partners' working groups, task teams and other donor coordination working mechanisms in Mozambique.

3. Supports the EPAU team in managing the operational needs of its portfolio of policy-related projects in Mozambique

- Together with EPAU's implementing partners and under the guidance of the Senior Economist, participates in the development of project work plans and budgets, and in ensuring timely and quality delivery of project outputs;
- Working closely with UNDP's operations team, assists in ensuring timely delivery of procurement, recruitment, and financial management needs of EPAU's projects;
- Under the guidance of the UNDP senior economist, assists EPAU's engagement in corporate planning, monitoring, reporting and compliance exercises, providing timely and quality inputs;
- Participates in the conceptualization and development of new policy-related projects and activities to strengthen EPAU's and the UNDP country office project pipeline.

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

During his/her assignment in the UNDP country office in Mozambique, the youth volunteer will:

- Contribute to advance the sustainable development agenda in Mozambique with high quality, cutting edge support to the formulation of strategies and policies
- Acquire practical, first-hand professional knowledge of sustainable development issues and sustainable development policies in developing countries such as Mozambique.
- Gain first-hand experience in the implementation of development programmes and the provision of technical assistance, capacity development and policy support by an international organization such as UNDP.
- 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

Mast

Master's degree in economics, development studies, public policy, political science or related fields.

Required experience 3 months

Experience Remark

- Demonstrated interest and/or experience (ideally one year) in international development at the national or international level;
- Experience in developing country contexts would be an asset;

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- Practical experience in research and policy-level analysis would be advantageous;
- Strong research and data analysis and management skills with familiarity with standard data analysis software packages (MS Excel, STATA, R, SPSS, etc.);
- Some project management experience would be an asset;
- 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
- AND - Portuguese (Optional) , Level - Working Knowledge

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

- Adaptability and Flexibility
- Client Orientation
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Creativity
- Judgement and Decision-making
- Knowledge Sharing
- Leadership
- Respect for Diversity
- Self-Management
- Technological Awareness

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 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

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.

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.