



## UN YOUTH VOLUNTEER DESCRIPTION OF ASSIGNMENT

### Preamble:

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 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.

- 1. UNV Assignment Title:** UN Youth Volunteer in Communication and Advocacy
- 2. Type of Assignment:** International UN Youth Volunteer
- 3. UNV Programme Strategy:** Advocacy, mobilization, improved awareness of the value of UNV and volunteerism, expanded knowledge on the value/contribution of volunteerism to peace and development results
- 4. Project Title:** Communication and advocacy for increased visibility and recognition of volunteerism
- 5. Duration:** 5 months
- 6. Location, Country:** Kigali, Rwanda
- 7. Expected Starting Date:** September 2014

### 8. Brief Project Description:

The work of the United Nations in Rwanda is guided by the United Nations Development Assistance Plan (UNDAP) 2013-2018, which is aligned to the priorities of the Government of Rwanda, as identified in the Economic Development and Poverty Reduction Strategy (EDPRS 2) and the Vision 2020 of Rwanda. The EDPRS 2, in conjunction with the Government of Rwanda's Vision 2020, provides the framework for all development programmes in Rwanda.

UNV and volunteerism feature explicitly in the UNDAP. Indeed, several interventions under this strategic plan include elements of volunteerism as a means of achieving the stated objectives. In terms of the direct areas of joint intervention for UNV under the UNDAP 2013-18, the contribution of the organization is explicitly focused on enhancing citizen participation in development processes. In particular, UNV will contribute to the support to the development and strengthening of institutional frameworks and CSOs that promote inclusive, equitable and community-driven participation in development processes. This relates in particular to the implementation of a recently-adopted National Policy on Volunteerism and the development of an institutional framework conducive to volunteer action for inclusive development. In this context and given that the Government of Rwanda places a strong focus on the development of ICT and the empowerment of youth as a strategy for progress, it is crucial for UNV to effectively communicate on its role under the UNDAP and advocate for the recognition of the contribution of volunteer action to national development and the potential of youth volunteerism as a tool for empowerment.

### United Nations Volunteers

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## 9. Host Agency/Host Institute: UNV

## 10. Organizational Context:

Rwanda is among eight pilot countries selected in January 2007 to implement the One UN Reform, which enables the UN System to provide a more effective and coherent response to the needs of the Government of Rwanda and its Development Partners. The recent elaboration of the UNDP 2013-2018 is part of this process.

The UNV Field Unit in Rwanda, which is composed of a Programme Officer and Programme Assistant, advocates for the integration of volunteerism in programming through its active participation, as member of the One UN, in the UN Country Team (UNCT) and other coordination mechanisms such as the UN Communication Group (UNCG). UNV continues to engage with the UN system to factor volunteerism into the UNDP and related development policy frameworks.

At the national level, the Government of Rwanda (GoR) has adopted a National Policy on Volunteerism in 2012. This policy outlines the approach of the GoR to volunteerism and identifies the structure within the Government – the *National Itorero Commission* – that is responsible for its promotion and for the coordination of volunteer-related initiatives in the country.

In this context, UNV in Rwanda seeks to recruit a *University UN Volunteer in Communication and Advocacy* to support its communication and advocacy work toward the increased visibility of UNV and the recognition of the contribution of volunteerism as well as its potential for youth empowerment.

## 11. Type of Assignment Place: assignment without family

## 12. Description of tasks:

Under the direct supervision of the UNV Programme Officer, the UN Youth Volunteer in Communication and Advocacy will undertake the following tasks:

- Support the UNV Programme Officer in the development of a sound communication strategy in Rwanda – in particular with regard to social media – and ensure its consistency and synergy with the One UN and UNDP communications strategies;
- Propose, develop and implement communication products – such as social media campaigns, newsletters, success stories, etc – to ensure the visibility of UNV's role and achievements under the UNDP as well as increased recognition of volunteerism contribution and potential for development in Rwanda, especially among and for youth;
- Maintain UNV Rwanda's social media platforms (Facebook, Twitter, Youtube) and update regularly their content as well as ensure information about UNV Rwanda and UN Volunteers' work is up to date on other relevant platforms (One UN and UNDP Web sites, etc)
- Participate and, in coordination with the UNV Programme Officer, represent the UNV programme in the UN Communication Group, ensuring effective and meaningful participation of UNV in joint One UN communication initiatives;
- Support the planning and implementation of official UN days – in particular the International Volunteer Day on 5 December – and promote/coordinate the participation and visibility of UN Volunteers in the celebrations;
- Support the *National Itorero Commission* and other relevant partners of UNV (i.e.: local youth centres) in their communication and advocacy work, and where possible, contribute to the institution's capacity-building through training and transfer of knowledge;
- Promote and raise awareness about the benefits of volunteerism among colleagues and partner organisations through presentations and discussions.

Furthermore, UN Volunteers are expected to:

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- 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 IVD);
- Be acquainted with and build on traditional and/or local forms of volunteerism in the host country;
- Reflect on the type and quality of voluntary action that they are undertaking, including participation in ongoing reflection activities;
- 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.

### 13. Results/Expected Output:

- UNV Rwanda's communication strategy is improved, contributing to its visibility and the increased recognition of volunteerism contribution and potential for development in Rwanda;
- UNV Rwanda's communication platforms are regularly updated and active, attracting an increased following;
- UNV is an active member of the UNCG;
- The organisation of official UN days – in particular the International Volunteer Day on 5 December – is effectively supported and the UN Volunteers participate in the celebrations;
- The communication and advocacy work of the *National Itorero Commission* and other relevant partners of UNV (i.e.: local youth centres) is improved;

### 14. Qualifications/Requirements:

- Current enrolment in a university degree programme in the area of social science, humanitarian development, communication or related field;
- Excellent skills in interpersonal relations, networking, and communication;
- Experience in training and capacity-building activities is an asset;
- Knowledge and practical experience in youth development issues, youth volunteerism, and development policy in general is an asset;
- Fluency in spoken and written English is essential, and knowledge of the main communication language of the region of assignment is an asset;
- Computer skills (i.e. Word, Excel, PowerPoint, social media, and others);

### 15. Living Conditions:

The Republic of Rwanda is a small [landlocked](#) country in the [Great Lakes region](#) of east-central [Africa](#), bordered by [Uganda](#), [Burundi](#), the [Democratic Republic of the Congo](#) and [Tanzania](#). With almost 10 million people, Rwanda supports the densest population in continental Africa most of whom engages in [subsistence agriculture](#) and 3/4 of the population live below the international poverty line of US\$1.25 a day. Rwanda is a verdant country of fertile and hilly terrain and bears the title "**Land of a Thousand Hills**"

The country has received considerable international attention due to its [1994 genocide](#), in which between 800,000 and one million people were killed. In 2008, Rwanda became the first country in history to elect a national legislature in which a majority of members were women. The country now has many international visitors and is regarded as a safer place for tourists.

The principal form of [public transport](#) in the country is [share taxi](#), with express routes linking the major cities and local services serving most villages along the main roads of the country.

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A valid passport with visa is mandatory. In view of the bilateral agreements, nationals of the following countries may visit Rwanda without visa for a period up to 90 days: USA, UK, Germany, Canada, Uganda, Tanzania, Kenya, Burundi, Democratic Republic of Congo, Sweden, Mauritius, South Africa and Hong Kong. Visas can be applied online at [www.migration.gov.rw](http://www.migration.gov.rw)

A certificate of yellow-fever vaccination is required. Much of Rwanda lies at too high an elevation for malaria to be a major concern, but the disease is present and prophylactic drugs are strongly recommended. It is advisable not to drink tap water. Bottled mineral water can be bought in all towns. Hospitals are located in all major towns. There is also the UN Dispensary that can provide 1<sup>st</sup> aid assistance and guidance.

A combination of tropical location and high altitude ensures that most of Rwanda has a temperate year-round climate. Temperatures rarely stray above 30 degrees Celsius by day or below 15 degrees Celsius at night throughout the year. The exceptions are the chilly upper slopes of the Virunga Mountains, and the hot low-lying Tanzania border area protected in Akagera National Park. Throughout the country, seasonal variations in temperature are relatively insignificant. Most parts of the country receive in excess of 1,000mm of precipitation annually, with the driest months being July to September and the wettest February to May.

The unit of currency is the Rwanda franc. The US dollar is the hard currency of preference. It may be impossible to exchange travellers' cheques away from the capital. Credit cards are usually only accepted at the major hotels in Kigali.

In addition to Kinyarwanda, French and English are the major spoken languages.

## **16. Conditions of Service:**

5 months contract according to the terms and conditions established in the Memorandum of Understanding between UNV and KGU.

### **Description of Assignment prepared by:**

Ivan DIELENS, UNV Programme Officer

**Date: 21 February 2014**

### **Description of Assignment approved by UNDP/RR/CD:**

Ivan DIELENS, UNV Programme Officer, Rwanda

**Date: 21 February 2014**