



UN 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:** Youth Volunteering Specialist
2. **Type of Assignment:** International University UN Volunteer
3. **UNV Programme Strategy:** Advocacy, Mobilization, Youth as cross-cutting theme
4. **Project Title:** UN Youth Volunteer Programme
5. **Duration:** 5 months
6. **Location, Country:** Phnom Penh, Cambodia
7. **Expected Starting Date:** September 2014

8. Brief Project Description:

The UN Volunteers programme (UNV) is the sole UN organization which contributes to peace and development through volunteerism. It was established by the UN General Assembly in 1970 and its mandate is to recruit, place and administer qualified volunteers, providing professional support to UN Agencies, Funds and Programmes. This programme is administered by UNDP but acts as a development partner for the entire UN system.

UN Volunteers have made a considerable contribution to the post-conflict recovery and development of Cambodia. Since 1992, over 1,309 UN Volunteers have served in support of development activities.

UNV has provided support in integrating volunteerism into development strategies and national policies, such as support to Ministry of Education, Youth and Sport (MOEYS) in integrating volunteerism into the National Youth Policy. UNV is currently working closely with the MOEYS to support the official launch of the National Youth Policy and volunteerism has been included as one of the four priorities for the Youth Action Plan which will support the implementation of the National Youth Policy.

One of the biggest catalysts for volunteerism is youth, which in Cambodia represent a significant portion of the population. UNV supports youth related activities including preparation of the UN Youth Situational Analysis (published 2009), and, since 2008, the establishment and coordination of the UN Youth Advisory Panel in which UNV continues to play an active role.

UNV will continue taking an active role in all UN joint initiatives on youth and in efforts to support the government's strategy for youth development.



UNV also facilitated the establishment of the network of international and national volunteer sending and volunteer involving organizations in Cambodia – VolCam. UNV, in cooperation with VolCam, and continue to act as convener of the network.

A National Committee for promoting the spirit of volunteerism in Cambodia and IYV+10 was established under the chairmanship of MOEYS, which incorporated VolCam and also included other government agencies, CSOs and the private sector. UNV facilitates and supports the work of the National Committee as well as VolCam.

8. Host Agency/Host Institute: UNV Field Unit Cambodia

9. Organizational Context: Under the direct supervision of the UNV Programme Officer (PO), the Youth Volunteering Specialist will undertake efforts that help realize activities related to youth volunteering, with a particular focus on knowledge building, communications, and network development.

10. Type of Assignment Place: assignment without family

11. Description of tasks: The Youth Volunteering Specialist will be responsible for delivering key tasks in the following areas:

1. Support the UNV Field Unit team with collecting stories of serving volunteers working in sustainable development and peace. Transmit these to UNV on an ongoing basis for use in newsletters, website, social media, and print publications. Share communications and youth programme material with local stakeholders in particular through the VolCam website to promote volunteerism in Cambodia. In particular, gather photos and video of youth volunteerism, youth community activities, and youth engagement in policy processes to specifications outlined by UNV and, where possible, take his/her own photos and video.
2. Gather information and draft news items, blog posts, social media posts, and other items about youth volunteerism and about existing youth volunteers working in the field.
3. Support UNV's facilitation role of VolCam and National Committee for the promotion of volunteerism. Identify opportunities for organizing events, meetings, workshops which will add value to the networks by liaising with the members and in particular youth groups.
4. Support the UNV Field Unit team with the organization of the 4th National Forum on Volunteerism and IVD 2014, and in particular engage in the organization of the Volunteerism Caravan whereby national and international volunteers serving in Cambodia will come together in targeted provinces to raise awareness about volunteer actions in the country.

Furthermore, the UN Volunteer is encouraged to:

1. Strengthen the knowledge and understanding of the concept of volunteerism by reading relevant UNV and external publications and taking active part in UNV events.
2. Be acquainted with and build on traditional and/or local forms of volunteerism in the country;
3. Reflect on the type and quality of voluntary action that they are undertaking, including participation in ongoing reflection activities;
4. Contribute articles/write-ups on volunteering experiences and submit them to the team at UNVHQs for consideration (beyond other communications responsibilities), and input to the UNV publications/websites, newsletters, press releases, etc.;
5. Assist with the UNV Buddy Programme for newly-arrived UN Volunteers;
6. 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.



UN

Volunteers

12. Results/Expected Output:

1. Youth volunteerism networks are strengthened.
2. All relevant stakeholders are identified and informed about the programme and opportunities identified for partnerships.
3. Publication of quality photos and communications material (blog posts, web articles, etc.) are gathered/produced and shared with UNV HQ in a timely fashion.
4. Significant and useful knowledge gathered on youth volunteerism.

13. Qualifications/Requirements:

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

14. Living Conditions:

The climate of Cambodia is tropical, monsoonal and is characterized by heat and humidity. The rainy season lasts from May to October and the hot, dry season from November until April.

Houses and apartments are available to suit most budgets and preferences. House hunting is not difficult in Phnom Penh. The usual means of locating suitable accommodation is through estate agents/realtors.

There are few taxi operators in Phnom Penh, so for daily transportation the cheapest, fastest and most frequent mode of travel is by motodup (you sit behind a driver of a motorbike). Some UN volunteers chose to purchase their own mode of transportation, be it a car, a motorbike or a pushbike. They are strictly recommended by UN security to wear seatbelts in cars and helmets when traveling on motorbikes, motodups or bicycling.

In terms of health, common diseases in Cambodia are those which exist in other tropical countries like diarrhea, malaria, dengue and HIV/AIDS. Most of the serious cases have been reported contracted in hilly, rural and densely forested areas. City dwellers like in Phnom Penh can also be at risk due to poor disposal of waste. Generally in cities, people use purified water for drinking and cooking. The recommended vaccinations are those against typhoid, Hepatitis A, Hepatitis B, Tuberculosis and Japanese Encephalitis.

While medical facilities in Cambodia are sufficient for the treatment of most routine ailments and minor accidents, illnesses and accidents of more serious nature require medical evacuation, usually to Bangkok or Singapore.

15. Conditions of Service:

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

Description of Assignment prepared by:

UN Volunteerism and Service - Cambodia

Date: February 2014