

## UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

CODR000231--Gender Coordination Officer

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>  | Congo, Democratic Republic |
| <b>Host Institute</b>         | UNWomen                    |
| <b>Volunteer Category</b>     | International Specialist   |
| <b>Number of Volunteer</b>    | 1                          |
| <b>Duration</b>               | 24 Months                  |
| <b>Expected Starting Date</b> | 01-12-2017                 |
| <b>Duty Station</b>           | Kinshasa                   |
| <b>Assignment Place</b>       | Family Duty Station        |

### Assignment Place Remark

### Living Conditions

The Democratic Republic of the Congo (French: République Démocratique du Congo), formerly Zaire, is a nation located in Central Africa, with a short Atlantic coastline (37 km). It is the third largest country in Africa by area after Sudan and Algeria and the 12th largest in the world. With a population of nearly 71 million, the Democratic Republic of the Congo is the eighteenth most populous nation in the world, and the fourth most populous nation in Africa,

as well as the most populous officially Francophone country.

Bordering nations--Angola, Burundi, Central African Republic, Republic of the Congo, Rwanda, Sudan, Tanzania, Uganda, Zambia.

Cities: Capital--Kinshasa (pop. 8 million). Regional capitals -- Bandundu, Bukavu, Goma, Kananga, Kindu, Kisangani, Lubumbashi, Matadi, Mbandaka, Mbuji-Mayi.

Terrain: Varies from tropical rainforests to mountainous terraces, plateaus, savannas, dense grasslands, and mountains.

Climate: Equatorial; ranges from tropical rainforest in the Congo River basin, hot and humid in much of the north and west, cooler and drier in the south central area and the east.

The most common mode of public transport in the country is a shared taxi serving along the main roads of major cities particularly

Kinshasa.

A valid passport with visa is mandatory.

A certificate of yellow-fever vaccination is required. Some parts of DRC are endemic of Malaria and prophylactic drugs are strongly recommended. It is advisable not to drink tap water. Bottled mineral water can be bought in all cities. Hospitals are located in all major cities. There is also a UN Dispensary that can provide first aid assistance and guidance.

The unit of currency is the Congolese Franc. The US dollar is the other preferred currency. It may be impossible to exchange traveller's checks away from the capital city. Credit cards are usually accepted in major hotels only in Kinshasa.

In addition to French, there are four major spoken languages in DRC such as Lingala, Kikongo, Tshiluba & Swahili. The Democratic Republic of Congo is the second largest country in Africa, and as a result is quite diverse.

## Assignment Details

**Assignment Title** Gender Coordination Officer

### Organizational Context & Project Description

In July 2010, the United Nations General Assembly created UN Women, the United Nations Entity for Gender Equality and the Empowerment of Women. In doing so, UN Member States took an historic step in accelerating the Organization's goals on gender equality and the empowerment of women. The creation of UN Women came about as part of the UN reform agenda, bringing together resources and mandates for greater impact. It merges and builds on the important work of four previously distinct parts of the UN system, which focused exclusively on gender equality and women's empowerment. In the Democratic Republic of Congo, UN Women focuses on five thematic areas: Gender responsive planning and budgeting; Ending violence against women and girls; Women, peace and security; Women's political leadership and participation; Women's economic empowerment and female entrepreneurship.

With the new post 2015 development agenda, UN Women in the DRC needs to strengthen its position on gender coordination vis a vis the other UN agencies, civil society and local authorities. In this context, UN Women DRC country office intends to recruit a Gender Coordination Officer who will be working closely with UNFPA, UNDP and MONUSCO Gender Unit. This is in line with the Security Council [resolution \(S/RES/1325\)](#) on women and peace and security adopted in 2000 which reaffirms the important role of women in the prevention and resolution of conflicts, peace negotiations, peace-building, peacekeeping, humanitarian response and in post-conflict reconstruction and stressed the importance of their equal participation and full involvement in all efforts for the maintenance and promotion of peace and security.

In addition, the Resolution 1325 urges all actors to increase the participation of women and incorporate gender perspectives in all United Nations peace and security efforts. It also calls on all parties to conflict to take special measures to protect women and girls from gender-based violence, particularly rape and other forms of sexual abuse, in situations of armed conflict.

**Sustainable Development Goals** 5. Gender Equality

**UNV Focus Area** Community resilience environment & disaster reduction

### Task description

Under the direct supervision of the Deputy Representative of UN Women, the duties of the Gender Coordination Officer will include, but are not limited to the following:

Support the inter-agency activities coordination in the framework of the ONE UN Gender team and of the SC Resolution 1325;

Support the coordination of the gender thematic group in partnership with UN agencies, international organizations, and local authorities of the DRC;

Develop a joint strategy on gender equality between UN agencies and MONUSCO;

Coordinate communications activities organized by UN Women at the local and national levels;

Coordinate UN Women contribution to the UNDAP 2018-2022 elaboration process;

Coordinate UN Women support in state partners' capacity building;

Coordinate the monitoring and reporting of activities related to gender equality at the national level (ONE UN Gender team, Gender thematic group etc.);

Ensure that the database gathering information from organizations and partner women associations is up to date;

Any other related duties related to UN Women strategic note.

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- 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.

### Results/Expected Outputs

Development of gender capacities through mentoring, monitoring and training of State partners and civil society, in collaboration with UN Women local staff;

Gender coordination mechanisms are strengthened and improved at the national and provincial level throughout the assignment duration and expected sustainable measures;

The gender mainstreaming is systematically applied, integrated and documented in all activities throughout the assignment (including the UNDAF elaboration);

The database gathering information from organizations and partner women associations is up to date;

UN Women is more visible in activities promoting peace and development;

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 development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed.

- 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

Gender studies, Social Sciences or related field.

**Years of Required Work Experience** 24 months

### Experience Description

At least 2 years of professional experience in the subject field, with experience in project management.

### Language Skills

- English ( Mandatory ) , Level - Fluent
- AND - French ( Mandatory ) , Level - Working Knowledge

### DoA Expertise

- Gender equality and the advancement of women ( Mandatory )
- Development programme management ( Mandatory )

### Additional Requirements for Area of Expertise

**Need Driving Licence** No

### Competencies & Values

- Adaptability and Flexibility
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Ethics and Values
- Integrity
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Working in Teams

## Conditions of Service and other information

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### Condition of Service

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

#### Conditions of Service for International Specialist:

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) which is composed of the Monthly Living Allowance (MLA) and a Family Allowance (FA) for those with dependents (maximum three).

The Volunteer Living Allowance (VLA) 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 US\$ 1,587. The VLA base rate is a global rate across the world, while the PAM is duty station/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 example, kindly enter the link [Calculator](#)

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 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

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*We are inspiration in action*

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

framework (including residential security reimbursements).

UN Volunteers are paid Daily Subsistence Allowance at the UN rate for official travels, flight tickets for periodic home visit and for the final repatriation travel (if applicable). 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.

**Application Code** CODR000231-2194

### Application procedure

*If you have not yet registered in the UNV Global Talent Pool, please apply by registering your profile at <https://vmam.unv.org/candidate/signup>. Important: Once you have created your UNV account by validating your email address, please complete all sections of your profile. Go to 'My Page' section of your profile, click on the 'Special Calls' hyperlink and select the special call you would like to apply for.*

*If you are already registered in the UNV database, please update your profile at <https://vmam.unv.org/> Go to 'My Page' section of your profile, click on the 'Special Calls' hyperlink and select the special call you would like to apply for.*

***This assignment is funded by the Government of Germany, therefore only nationals of Germany are eligible to apply.***

*You may apply for more than one UN Volunteer assignment/special call. Interviews with the donor are scheduled to take place from 4 September to 8 September 2017.*

*Application deadline: 20 August 2017.*

*NB: Concerning the Volunteer Living Allowance (VLA) rate for the **Democratic Republic of Congo**, the indicative monthly amount for this assignment (reference month of July 2017) is USD 2,242 for a UN Volunteer without dependents; USD 2,492 for a UN Volunteer with one dependent and USD 2,692 for a UN Volunteer with two or more dependents. Please note that the actual amount depends on the country of assignment and is subject to fluctuations in the cost of living. For further details, kindly see the VLA calculator upon registration on the database.*

### 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.*