



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 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.

- 1. UNV Assignment Title:** UN Youth Volunteer in Disaster Prevention and Risk Reduction
- 2. Type of Assignment:** International UN Youth Volunteer
- 3. Project Title:** Support the activities of the Technical Secretariat of the Humanitarian Country Team and Emergency Task Force of the United Nations in Dominican Republic
- 4. Duration:** 12 months
- 5. Location, Country:** Santo Domingo, Dominican Republic
- 6. Expected Starting Date:** Feb/Mar 2015

7. Brief Project Description:

The Humanitarian Reform process initiated since 2005¹ and driven by humanitarian actors, which promotes global and country level, humanitarian coordination spaces with the participation of the responsible government institutions, UN agencies, national and international NGOs, and movement of the Red Cross, based on partnership principles.

Moreover, the Hyogo Framework for Action 2005-2015², defined as priority number 5, the strengthening disaster preparedness for effective response at all levels. This priority relates in particular to: strengthen the policy and institutional technical capacities, support dialogue, exchange information, coordinate the participation of civil society interested, review and update disaster preparedness and contingency plans and policies, develop funding mechanisms for emergency response and improve the humanitarian response

¹ <http://www.humanitarianinfo.org/iasc/pageloader.aspx>
<http://www.un.org/reform/>

² Estrategia Internacional para la Reducción de Desastres (EIRD) Aumento de la resiliencia de las naciones y la comunidades ante los desastres.



The Hyogo Framework for Action adopted at the 2005 World Conference on Disaster Reduction explicitly recognised the benefit and contribution of volunteerism to disaster risk management, particularly in strengthening community capacities to respond to and prevent disasters.

Dominican Republic, because of its geographical location and social, economic and population growth factors, is constantly exposed to natural disasters, including tropical storms, hurricanes, floods, landslides, forest fires and earthquakes, which can negatively impact the options, capabilities and potential development of the country.

The greatest impact of disasters in the country is associated with increased vulnerabilities in recent years due to different causes such as population growth, population pressure to vulnerable areas due to migration (external and internal), deterioration of watersheds, development of social and productive projects regardless of environmental conditions and threats considering multiple factors. Although Dominican Republic has presented an impressive macroeconomic growth in the last 10 years, income distribution has not been fair and equitable. Most rural people live in vulnerable and fragile conditions, besides that the country is undergoing a major environmental degradation.

Disasters seriously undermine the results of the investments made in developing very quickly, and therefore remain a major obstacle to sustainable development and poverty eradication. Therefore, the ability to cope with disasters, mitigate their impact and reduce the damages they produce, enable and strengthen sustainable development of nations that is one of the most important challenges that the international community faces.

8. Host Agency/Host Institute: United Nations Development Program (UNDP)

9. Organizational Context:

The United Nations plays a central and unique role in providing leadership and coordinating the efforts of the international community to support countries affected by disasters and to ensure prompt and concerted distribution of the Humanitarian Aid and Assistance (Resolution the General Assembly No. 46/182, 1991).

OCHA has been present in the Dominican Republic since 2005 with just one assistant in charge to managing information of the REDHUM program (Red de Información Humanitaria para América Latina y el Caribe) and from 2010 with a humanitarian official with the aim of strengthening both the national system of the United Nations (UNDMT / UNETE, United Nations Disaster Management Team/ United Nations Emergency Technical Team) and their own capacity, as the platform for national response coordination (COE, Centro Nacional de Operaciones de Emergencia), which have claimed OCHA to increase training activities, response preparedness and coordination capacities and improving information management. Humanitarian official and information assistant, are in the country to what has been called Assistance Humanitarian Technical Team (HAT).

The added value of HAT DOM is its ability to achieve the connection and / or lobbying and / or coordination with national authorities to strengthen capacities in preparedness for response as well as its ability to mobilize specific experience of the region through the OCHA Regional Office ROLAC RELAC group that leads the office.



Sistema de Naciones Unidas-RD ORGANIGRAMA PARA EMERGENCIAS Y DESASTRES



10. Type of Assignment Place: Assignment without family

11. Description of tasks:

Under the direct supervision of the National Disaster Response Advisor and the Coordination of UNETE, the UN Youth Volunteer will have the following responsibilities and tasks:

- Support the coordination of the technical secretariat of HCT in strengthening the coordination structure of the Humanitarian Country Team (HCT),
- Support the coordination at the technical level (Humanitarian Task Force / HTF) and UN Emergency Technical Team, UNETE.
- Supports and collaborates with HCT, HTF and UNETE in the promotion of activities in preparation for disaster response, in coordination with the Information Officer, National UN Advisor, national authorities and humanitarian partners involved in Emergency Response activities.
- Support in the promotion of minimum standard for Emergency Preparedness and new trends in the Humanitarian Architecture.
- Understand and assist in the review and update of the Interagency Disaster Response Plan (IDRP) and Contingency Plan of the Humanitarian Country team (HCT), and alignment with governmental preparedness and response plans.
- Support to facilitate the presence of humanitarian members of the HCT and HTF actors in the operative sectorial roundtables of the Government Response System.
- Support to transfer the technical capabilities of humanitarian members of the HCT and HTF actors in the operative sectorial roundtables of the Government Response System.
- Assist in keeping updated the contact listing and the 3W plan (Who makes What and Where) of humanitarian actors members of the HCT.
- Support to activities related to information management: gathering, processing bulletins, reports and ensure information flow.



12. Results/Expected Output:

- The coordination between local partners at technical level has been improved: Carried out bi-monthly meetings with members of the HCT.
- Interagency Disaster Response Plan (IDRP) updated.
- Institutional Records of meetings and coordination activities to ensure the active functioning of HCT.
- Engagement of new actors in HCT and National IDRP.

13. Qualifications/Requirements:

Education:

- A degree in Social Sciences or other related field.
- Knowledge of Humanitarian Issues and Humanitarian Law.
- Knowledge of humanitarian Standards.

Knowledge and experience:

- At least 1 year of professional experience in humanitarian field.
- Desirable experience in risk management, Disaster Risk Reduction, environmental management, gender equality and/or other relevant areas.
- Demonstrated interest in working with multidisciplinary teams.
- Experience in Civil Protection Activities.

Language skills:

- Fluency in Spanish (written and oral) is essential.
- Knowledge of English is an asset.

Computer skills:

- Good knowledge of Microsoft Office and interest in online social media.

Core Competencies:

- Values/Guiding Principles: Demonstrates integrity by modelling the UN's values and ethical standards.
- Valuing Diversity: Demonstrates an international outlook, appreciates differences in values and learns from cultural diversity. Continually examines his/her own biases and behaviours to avoid stereotypical responses.
- Working in Teams: Works collaboratively with colleagues inside the UN implementing agencies as well as partners and other stakeholders.
- Self and conflict management: Remains calm, collected and patient, regardless of circumstances.
- Responds effectively to stress and situations of ambiguity or crisis. Adapts flexibly to changing situations or to overcome obstacles. Listens and responds appropriately to criticism.
- Communicating information and ideas: Communicates clearly and effectively. Seeks to understand the ideas of others.
- Delivers oral/written information in a timely, effective and easily understood manner. Prepares written material in a manner that requires little or no corrections or editing by others.
- Demonstrated commitment and understanding of the values of volunteerism.



- Previous volunteering or professional experience in the Latin American Region is considered an advantage.
- Previous experience as a volunteer and/or experience of another culture, (i.e. studies, volunteer work, internship) would be highly regarded;

14. Learning expectations

Learning elements for the UN Youth Volunteer will include the development of:

- **Professional skills:** This position allows the volunteer to be engaged in coordination processes that emerge from the experience of being part of a multi stakeholder group of work, therefore the volunteer will be familiar with UN Emergency Response and Disaster Preparedness System, learning from the different emergency response capacities of the different UN agencies, the different UN Agencies' mandate and how the Emergency coordination at field level is implemented and organized.
- The volunteer will develop his/her personal skills as he/she will be part of a multidisciplinary team composed not only by UN personnel but also civil society organizations besides as governmental institutions and authorities. He/she will have the opportunity to deal with different and diverse staff and people that will enrich the volunteer inter-personal skills.
- **Volunteering-related skills:** at the same time the UNV program will provide with technical and theoretical documentation and support about voluntarism for development and other key issues related to voluntarism as a specific sector on contribution to development.

Furthermore, the UN Youth Volunteer will be encouraged to:

- Strengthen the knowledge and understanding of the concept of volunteerism by reading relevant UNV and external publications and taking active part in UNV events.
- Be acquainted with and build on traditional and/or local forms of volunteerism in the 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 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.;
- 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.
- Participation on the International Volunteer Day showing field experiences and advocating for voluntarism.
- Document good practises that emerge from his/her specific assignment.

15. Living Conditions:

Quality housing and all goods, services and amenities are available in Santo Domingo. Living Conditions in field mission locations within the Dominican Republic are of an acceptable standard. Normal staff security and personal safety precautions in an urban environment apply (no UN security phase is in effect).

16. Conditions of Service

A 12-months contract; monthly volunteer living allowance (VLA) intended to cover housing, basic needs and utilities, equivalent to US\$ 1,596; settling-in-grant; life, health, and permanent disability insurance; return airfares; resettlement allowance for satisfactory service.



17. How to apply:

This modality aims to mobilize Youth between 23 and 29 years old. Since this UN Youth Volunteer assignment is funded by AECID, only Spanish nationals can apply.

If you are not a candidate in the UNV database, please apply by registering your profile through the following link: <http://ereta.unv.org/html/index.php?module=myprofile&ad=YTH14DOM000112>

Important : Once you have created your UNV account and after validating your email address, please complete all sections of your profile and make sure the correct advertisement code '**YTH14DOM000112**' is selected in the 'Special Recruitment' tab of MyProfile. Your application can only be considered once you have clicked on the green 'Submit My Profile' button. As a confirmation of your successful registration, you will receive an email with your UNV roster number.

If you already are a candidate in the UNV database, please update your profile through: <http://MyProfile.unv.org> and select the code '**YTH14DOM000112**' from the drop down list in the 'Special Recruitment' tab.

Please take note of the **closing date indicated in the general instructions in AECID's website in order to apply to these Youth UNV assignments**. Profiles of interested applicants must be fully registered in the UNV database of candidates before such date. Only short-listed candidates will be contacted.