



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 Youth 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 Youth 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 Communications
2. **Type of Assignment:** International UN Youth Volunteer
3. **Project Title:** Women Lead, Participate in and Benefit from the Transformative Development Agenda of Ethiopia and Africa
4. **Duration:** 12 months
5. **Location, Country:** Addis Ababa, Ethiopia (with possibility of travel to the Regions)
6. **Expected Starting Date:** Feb/Mar 2015
7. **Brief Project Description:**

The activities and operations of UN Women Ethiopia Country Office/Regional Initiatives are guided by the Ethiopia Strategic Note – 2014/2015 and the 2014 Annual Workplan (AWP) which is aligned to the regional strategic plan for East and Southern Africa as well as the global Strategic Plan. The communication framework is an important part of tracking progress through the achievement of results, documenting lessons learned and good practices, and sharing those lessons with governments, development partners, and general public and within UN Women.

UN Women Ethiopia's communications strategy aims to support management and programmes/operations teams in using communication as policy tool, building knowledge of good practices and lessons to inform programming and influencing a wider range of policy makers on how UN Women's approach can be adapted for gender equality and the empowerment of women.

The UN Youth Volunteer will work closely with the Deputy Country Representative and the Programme teams to generate information on programmes, good practices and lessons and will report directly to the Country Representative.

8. **Host Agency/Host Institute:** UN Women

9. **Organizational Context:** UN Women ECO Strategic Note (SN) and Annual Work Plan (AWP) focuses on supporting the development objectives of the Ethiopia Growth and Transformation Plan (2010/11-2014/15) in relation to Pillar 7 on equity and empowerment as well as being aligned with United

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Nations Development Assistance Framework (2012-2015) Pillar four – Women, Youth and Children. The strategic approach and attendant workplan includes UN Women ECO's core principles in leading and promoting coherence within UN system work, supporting regional initiatives given the presence of UN ECA and African Union in Ethiopia and management and coordination of the Joint Programme on GEWE of the Government of Ethiopia. UN Women Ethiopia is currently coordinating the implementation of a Joint Programme on Gender Equality and Women Empowerment with the Government of Ethiopia, Projects on Financing for Gender Equality and leading several coordinating initiatives with the African Union and UNECA on gender equality, as well as the Africa Secretariat of the UNITE Campaign to End Violence against Women.

In the programming period 2014 – 2015, UN Women ECO is focusing on 3 Result areas as follows:

Result Area 1: Achieving higher representation of women in the spheres of politics, economic activity and decision-making through two-fold approach: strengthening women's transformative leadership in agribusiness and politics; and monitoring accountability mechanisms at federal, and local levels to track public allocations for gender equality commitments.

Result Area 2: Securing rural women, Migrant Domestic Workers (MDWs) and micro entrepreneurs' livelihoods and rights, as a means to participate in and benefit from economic growth.

Result Area 3: Promoting a legal framework that addresses VAWG in alignment with international human rights standards and to support multi-sectoral survivor-focused services for victims of VAWG.

The 4th pillar is on regional initiatives, to strengthen AU capacities for gender responsive planning; in influencing Member States' Policies and actions towards gender equality and women's empowerment using credible evidence and support to the AUC Women, Gender and Development Division (WGDD) in efforts to effectively mainstream gender in priority areas and divisions of the AUC. The 2014 – 2015 planning period will be used to strengthen the documentation of the best practices of the UNITE eVAW Campaign, develop strategies for the development of eVAW innovative programming and funding at the national levels and prepare a comprehensive framework for VAW within the Post 2015 development agenda.

10. Type of Assignment Place: Assignment without family

11. Description of tasks:

Under the direct supervision of the Country Representative, the UN Youth Volunteer will undertake the following tasks:

Summary of key functions:

- Support UN Women Ethiopia/Regional Office media/press relations;
- Support the Production of information materials, print and audio-visual, for donors/development partners, media, web sites, and other and public outreach;
- Provides support to UN Women/UNCT Communications' Team on special events and campaigns
- Liaises closely with UN Women Communications Team at ESARO and HQ to feed regional/national initiatives into corporate communications initiatives and vice versa; likewise contribute to communication activities with the UN Women Communications Group and RCO communications team as well as colleagues at regional / national level;
- Supports UN Women programme team on critical issues of programme implementation for advocacy and communications.
- Participates in programme and staff meetings.
- Any other duty as may be required.



12. Results/Expected Output:

- Impact and effectiveness of UN Women's communications, advocacy and outreach efforts, ensuring visibility, awareness raising and understanding of UN Women's work in Ethiopia, with African Union Commission and UN ECA.
- As a UNV she/he will make a key contribution towards volunteerism for development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed;
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

13. Qualifications/Requirements:

- Academic: Advanced university degree in Communications, Social sciences or other relevant field;
- Demonstrated interest and/or experience in communications/working with the media/social media.
- Motivated to contribute towards peace and development and to serve others;
- Good interpersonal, networking and communication skills;
- Willingness to contribute and work as part of a team;
- Flexible and open to learning and new experiences;
- Respect for diversity and adaptability to other cultures, environments and living conditions;
- Fluency in spoken and written English and knowledge of the main communication language of the region of assignment is an asset;
- Previous experience as a volunteer and/or experience of another culture, (i.e. studies, volunteer work, internship) would be highly regarded;
- Computer skills (i.e. Word, Excel, PowerPoint, social media, and others).

14. 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, host agencies are expected to support knowledge and capacity development in the technical areas that are relevant to the UN Youth Volunteer's assignment. Host agencies are also expected to provide, at their expense, UN Youth Volunteers with equal opportunity to participate in training courses and workshops offered to the host agency's personnel.

Furthermore, the UN Youth Volunteer is 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;

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- 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.;
- Assist with the UNV Buddy Programme for newly-arrived UN Youth 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.

15. Living Conditions:

Addis Ababa is the Federal Capital of Ethiopia and a Chartered City; having three layers of Government: City Government at the top, 10 Sub City Administrations in the Middle, and 99 Kebele Administrations at the bottom. The city's average elevation is 2,500 meters above sea level, and hence has a fairly favourable climate and moderate weather conditions. Addis Ababa is the capital city of Ethiopia, the seat of the African Union (AU) and the United Nations Economic Commissions for Africa (UNECA).

Addis Ababa, a city with:

- Excellent weather conditions that demand neither cooling in summer nor heating in winter;
- Absence of vector-borne tropical diseases;
- Highest level of safety
- Low rate of inflation and low cost of living;
- World class hotels and conference centres;
- Abundance of excellent cuisines serving national and international dishes;
- Location close to places of recreation such as Sodere and the Rift Valley lakes region;
- The availability of air connections to any part of the world from Bole International Airport;
- International solidarity-oriented and friendly inhabitants.
- Availability of health and educational services i.e. public and private clinics, health centres and hospitals; and private kindergartens, primary and secondary schools; and colleges and universities of adequate standard.
- Possibility for in-country travel including to remote areas in order to support IYV+10 activities as applicable; and to monitor implementation of activities planned during the year.

16. Conditions of Service

A 12-months contract; monthly volunteer living allowance (VLA) intended to cover housing, basic needs and utilities, equivalent to US\$ 1,716; settling-in-grant (if applicable); life, health, and permanent disability insurance; return airfares (if applicable); 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=YTH14ETH000100>

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 '**YTH14ETH000100**' 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 '**YTH14ETH000100**' 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.