

## 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.

### **General Information**

- 1. Country of Assignment:** Sri Lanka
- 2. Agency Name/ Host Institute:** UNV PBF / Centre for Peacebuilding and Reconciliation / Sagacious Youth Lead Consortium
- 3. Volunteer Category:** National Youth
- 4. Number of Volunteer:** 1
- 5. Duty Station, Country:** Batticaloa, Sri Lanka
- 6. Duration (in months):** 1 Year, full-time
- 7. Expected Starting Date:** March 2018
- 8. Living Conditions:**

Batticaloa is situated on the Eastern Province of Sri Lanka and is one of the major cities on the east coast of the island. The climate is temperate all throughout the year but humidity is usually high. The temperature in Batticaloa averages around 32 degrees Celsius (89.6 degrees Fahrenheit). The only major change in the Sri Lankan weather occurs during the monsoon seasons from November to February when heavy rainfalls occur. Sri Lanka became a member of the United Nations on 14 December 1955.

**9. Assignment Type:**                    **Non-Family Assignment**

### **Assignment Details**

**10 Assignment Title:**                    **UN Youth Volunteer in Youth and Peace Coordination, Sagacious Youth Lead Consortium**

### **11. Organizational Context & Project Description:**

In the post-conflict environment, although over the quarter of the population is below the age of 29<sup>1</sup>, young people have been left at the margin of setting up the nation's peacebuilding and development agenda in Sri Lanka. On 9 December 2015, the UN Security Council adopted unanimously Resolution 2250 on Youth, Peace and Security (YPS) – dedicating, for the first time, a full resolution to the positive role young people can and do play in conflict prevention, peacebuilding and the prevention of violent extremism. Young people are valuable innovators and agents of change, and their contributions should be actively supported, solicited and regarded as essential to building peaceful communities and supporting democratic governance and transition. Moreover, young people's participation promotes civic engagement and active citizenship.

UNV along with UNFPA and UN Women developed a project titled "Participation of Youth and Women in the Peacebuilding Process," which will leverage volunteer networks for community engagement in various peace building activities to support strengthening the role of civil society and volunteerism to foster social cohesion and trust. Young people are valuable innovators and agents of change, and their contributions should be actively supported, solicited and regarded as essential to building peaceful communities and supporting democratic governance and transition. Moreover, young people's participation promotes civic engagement and active citizenship.

UNV will work to promote inter-ethnic relations through advocacy and capacity development of selected youth-led/focused organizations. This will include developing the leadership potential of youth to support young men and women's potential as positive agents of change in their respective communities. Moreover, the project will aim at strengthening of Volunteer Involving Organizations (VIOs) and university volunteer schemes working on peacebuilding to enhance programming and volunteer mobilization, as well as the mobilization of university students to strengthen social cohesion.

Centre for Peacebuilding and Reconciliation (CPBR) is a prominent Volunteer Involving Organisation (VIO) in Sri Lanka and is focused on promoting peacebuilding, peacemaking and non-violent conflict transformation. It works on enhancing inter-religious understanding and cooperation. CPBR shall work with the Sagacious Youth Lead Consortium (SYLC) which have been

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<sup>1</sup> the United Nations Population Fund Sri Lanka. (2015). *20.4 Million. Sri Lanka's Population at a Glance*.

selected as a VIO for UNV to partners with and provide strategic guidance and support in mobilizing youth in the peacebuilding process. The Sagacious Youth Lead Consortium is a youth led organization that works towards peacebuilding in the region.

## **12. Sustainable Development Goals: 16. Peace, Justice and Strong Institutions**

### **13. UNV Focus Area: Peace building**

#### **14. Task descriptions**

Under the matrix supervision of CPBR and of the UNV PBF Project Manager, the National Youth UN Volunteer will undertake the following tasks with SYLC:

- Provide technical assistance and support to CPBR/SYLC in implementing initiatives focused on “Youth and Peace’ including keeping track of the budget and generating financial reports;
- Support to strengthen the capacities of CPBR/SYLC in mainstreaming UNSCR 2250 and support its localization through the youth and peace initiatives at CPBR
- Act as focal point in projects / programmes related to “Youth and Peace” at CPBR/SYLC with the UNV PBF project team;
- Organize periodical coordination meetings between CPBR/SYLC and UNV PBF as required and ensure a monitoring track system;
- Support the development of a strategic plan to ensure mainstreaming UNSCR 2250 and the youth and peace agenda;
- Coordinate the development of visibility/communications material on youth and peace as required;
- Develop a guiding document compiling lessons learned and best practices in localizing UNSCR 2250 for CPBR/SYLC;
- Support the documentation and monitoring of activities related to youth and peace at CPBR/SYLC;
- Participate in exchanges initiatives with other VIOs to share competences on UNSCR 2250 localization and youth and peace agenda;
- Ensure smooth use of volunteer resources in the run-up and during the assigned programme;
- Any other relevant duties assigned by the supervisor.

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 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.

### **15. Results/Expected Outputs**

- Successfully direct CPBR / SYLC in setting strategic direction with UNSCR 2250 for “Youth, Peace and Security”;
- Youth and peace agenda, including UNSCR 2250 on Youth, Peace and Security is mainstreamed at CPBR / SYLC;
- Funds allocated for initiatives on youth and peace is monitored, duly implemented and reported successfully;
- A guiding document compiled with lessons learned and best practices in providing strategic direction to VIOs on youth and peace is developed and published online;
- High-quality technical assistance is provided to CPBR/SYLC and its capacities are strengthened in designing initiatives under the UNSCR 2250;
- Capacities of CPBR /SYLC on youth and peace are strengthened and documented through pre and post assessments;
- Reports of meetings are maintained.
- The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non -) governmental counterparts, 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**

**16. Education – Required Degree Level:** Bachelor's degree  
Preferred but not a requirement

**17. Type of degree:** Social, Development and related fields.

**18. Required Experience:** At least 1 year of relevant experience in the field of programme management, coordination in youth and peace.

### **19. Experience Description:**

- Experience in implementing projects and programmes in youth and peace; Previous experience in working with youth including facilitating skills would be an advantage.
- Experience in reporting and documenting activities to monitor progress, lessons learned and best practices;

- Strong diplomatic skills and capacity to build and maintain partnerships with a number of stakeholders (UN Agencies, Government entities, other development partners and the private sector).
- Demonstrated capacity to undertake assigned responsibilities and work under pressure;
- Proactive attitude with capacity to propose new initiatives and think “outside the box”;
- Very high attention to detail;
- Excellent coordination and organizational skills;
- Excellent communication skills;
- Excellent skills in interpersonal relations and networking;
- Willingness to contribute and work as part of a team;
- Flexible and open to learning and new experiences.

**20. Language Skills:** Strong spoken and written English and Sinhala and/or Tamil skills are essential.

**21. Areas of Expertise:** Development programmes, technical assistance and volunteer management *Please click the hyperlink [here](#) for the details*

**22. Need Driving License: No**

**23. Competencies and Values:**

- Integrity and professionalism: demonstrated expertise in area of specialty and ability to apply good judgment; high degree of autonomy, personal initiative and ability to take ownership; willingness to accept wide responsibilities and ability to work independently under established procedures in a politically sensitive environment, while exercising discretion, impartiality and neutrality; ability to manage information objectively, accurately and confidentially; responsive and client-oriented.
- Accountability: mature and responsible; ability to operate in compliance with organizational rules and regulations.
- Commitment to continuous learning: initiative and willingness to learn new skills and stay abreast of new developments in area of expertise; ability to adapt to changes in work environment.
- Planning and organizing: effective organizational and problem-solving skills and ability to manage a large volume of work in an efficient and timely manner; ability to establish priorities and to plan, coordinate and monitor (own) work; ability to work under pressure, with conflicting deadlines, and to handle multiple concurrent projects/activities.
- Teamwork and respect for diversity: ability to operate effectively across organizational boundaries; ability to establish and maintain effective partnerships and harmonious working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity and gender;
- Communication: proven interpersonal skills; good spoken and written communication skills, including ability to prepare clear and concise reports; ability to conduct presentations, articulate options and positions concisely; ability to make and defend recommendations; ability to communicate and empathize with staff (including national staff), military personnel, volunteers, counterparts and local interlocutors coming from very diverse backgrounds; ability

to maintain composure and remain helpful towards the staff, but objective, without showing personal interest; capacity to transfer information and knowledge to a wide range of different target groups;

- Flexibility, adaptability, and ability and willingness to operate independently in austere, remote and potentially hazardous environments for protracted periods, involving physical hardship and little comfort, and including possible extensive travel within the area of operations; willingness to transfer to other duty stations within area of operations as may be necessary;
- Genuine commitment towards the principles of voluntary engagement, which includes solidarity, compassion, reciprocity and self-reliance; and commitment towards the UN core values.

### **Conditions of Service and other information**

#### **24. Conditions of Service:**

A 12-month contract; with subsequent contract extensions subject to availability of funding, operational necessity and satisfactory performance. However, there is no expectation of renewal of the assignment.

Travel to duty station (if applicable) and a Settling-In-Grant will be provided in the event duty station is not within commuting distance from the place of recruitment. A Volunteer Living Allowance (VLA) of LKR 58,693 is provided monthly to cover housing, utilities and normal cost of living expenses. Life, health and permanent disability insurance are included, as well as final repatriation (if applicable) and a resettlement allowance for satisfactory service.

#### **25. How to Apply**

Submit your CV with a cover letter (in English) and telephone/email contact information by email to [info@unvk.org](mailto:info@unvk.org) clearly indicating the post title "**UN Youth Volunteer in Youth and Peace Coordination, Sagacious Youth Lead Consortium**" in the subject line of the email, or by post to the address below clearly indicating the post title on the top left-hand corner of the envelope and ensure it reaches the address below by **Thursday, 12th April 2018**.

#### *Disclaimer*

*The United Nations Volunteers programme (UNV) is an equal opportunity programme which welcomes applications from qualified professionals. We are committed to achieving diversity in terms of gender, nationality and culture.*