UNV 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: Programme Specialist – Illegal Timber Trade & Community Conflicts**

**2. Type of Assignment: International UN Volunteer**

**3. Project Title: UN-REDD Programme in Cambodia**

**4. Duration: 12 months**

**5. Location, Country: Phnom Penh, Cambodia**

**6. Expected Starting Date: as soon as possible**

**7. Brief Project Description: The Programme Specialist will support the implementation of the national UN-REDD programme with particular focus on illegal timber trade and community conflict resolution**

**8. Host Agency/Host Institute: Cambodia UN-REDD Programme / UNDP**

**9. Organizational Context:** The UN-REDD Programme in Asia-Pacific supports countries to help monetize the carbon stored in forests in order to create an incentive to protect and sustainably manage their forest assets. The Programme employs a multi-faceted and flexibly structured approach/process to address many inter-related issues, as each individual country faces its unique challenges and opportunities based on country specific circumstances in realizing REDD+ readiness. Such a process is described as the “Six Components of REDD+ Readiness” - 1) Management of Readiness; 2) Stakeholder Engagement; 3) Implementation Framework; 4) REDD+ Strategy Setting; 5) Reference Scenario; and 6) National Monitoring System.

UNDP as one of the three implementing partners of the UN-REDD Programme works directly with countries in Asia and the Pacific to support their national REDD+ readiness efforts particularly on governance and stakeholder engagement issues while the other partner agencies, FAO and UNEP, work on MRV/reference scenario formulation and co-benefits respectively. At the regional level, UNDP together with UNEP and FAO works to provide a regionally coordinated and coherent REDD+ readiness support services in order to ensure balanced progress across the region to avoid emission displacement, and to support long-term human development through sustainable forest management.

The Programme Specialist will support the implementation of the national UN-REDD programmes in Cambodia with particular focus on illegal logging and community conflict resolution. S/he is also expected to coordinate closely with another UNV Programme Specialist, working with the national UN-REDD Programme in Vietnam, Regional UN-REDD Prorgramme team in Bangkok, as well as with UNODC to address cross-border illegal timber trade in the lower Mekong sub-region.

**10. Type of Assignment Place: Assignment with family**

**11. Description of tasks:**

Under the direct guidance of the UNDP Assistant Country Direct, Environment and Energy Team Leader of Cambodia and UN-REDD Programme manager, and in close coordination with the regional UN-REDD coordinators, the Programme Specialist is expected to perform the following tasks:

**National Programme Implementation Support**

* Working under the direct supervision of Team Leader of the Environment and Energy Unit of UNDP Cambodia to support the implantation of key outcomes of the UN-REDD Programme (e.g., stakeholder engagement, forest governance - illegal logging and cross-border illegal timber trade, etc);
* Assisting with day to day management of the national UN-REDD Programme activities including monitoring and evaluation;
* Supporting up-scaling of REDD+ readiness activities to prepare the country for full implementation of REDD+
* Supporting the facilitation of knowledge management and sharing within the national UN-REDD Programme and with the other national programmes;
* Other activities, as determined by senior staff members of UNDP and national UN-REDD Programme and UNDP UN-REDD Regional Coordinators;

**Regional Programme Development and Implementation Support**

* Coordinating closely with the UNV Programme Specialist on the national UN-REDD Programme in Vietnam, Regional UN-REDD Programme team and UNODC to develop an information database and conduct studies on cross-border illegal timber trade in the lower Mekong sub-region; and
* Other activities, as determined by the UNDP UN-REDD Regional Coordinator.

Furthermore, UN Volunteers are encouraged 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.

**12. Results/Expected Output:**

* Specific deliverables/outputs are to be determined in discussion with the national UN-REDD Programme and the UNDP UN-REDD Regional Coordinators.
* 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:**

* Post graduate degree in Criminology, Sociology, Conflict Resolution, or related social science fields,
* At least 3 years of working experience in related policy research, preferably in Asia and the Pacific;
* Knowledge on issues related to global climate change and forest crimes,
* Experience in working in culturally diverse settings,
* Proficiency in both spoken and written English,
* Willingness to travel – sometimes to remote locations; and
* IT literacy, familiarity with e-presentation techniques and ability to operate with on-line web-based applications.

**14. Living Conditions:**  The position will be based in the capital, Phnom Penh, where basic living needs, including accommodation, banking facilities, medical facilities and telecommunications/internet services are readily available. All staple foods can be found in the markets, eg: rice, meat, vegetables, fruit, cooking oil, salt, etc. Many imported goods are available in Phnom Penh and other places throughout Cambodia. Phnom Penh has many good restaurants with good health standards and most guesthouses provide food. In Cambodia, the most used means of transportation are taxi or local bus. Mobile phone is the most dependable tool to be in-touch with colleagues and friends. Internet service is readily available and affordable at most apartment complexes. ATMs are everywhere in Cambodia and Western cards can usually be used to withdraw the local currency.

**15. Conditions of Service**

A 12 - monthly contract; monthly volunteer living allowance (VLA) intended to cover housing, basic needs and utilities, equivalent to US$1,837 (current) for single person, US$2,087 for person with one recognized dependent, and US$2,287 for person with two or more recognized dependents; settling-in-grant (if applicable); life, health, and permanent disability insurance; return airfares (if applicable); resettlement allowance of US$150 per completed month of satisfactory service.

**Description of Assignment prepared by the Project Manager/UN Agency:**

Aki Kono, Regional Technical Specialist, Ecosystems and Natural Resouces (UN-REDD), Bangkok, Thailand

**Date: 04/02/2011**

**Description of Assignment approved by UNDP/RR/CD or UNV Field Unit:**

**Date: 04/02/2011**

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