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, UNV 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, UNV 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 UNV volunteers even more rewarding and productive.

**1. UNV Assignment Title: Programme Specialist**

**2. Type of Assignment: International UNV volunteer**

**3. Project Title: UN-REDD Programme in Asia/Pacific**

**4. Duration: One year**

**5. Location, Country: Bangkok, Thailand**

**6. Expected Starting Date: August 2012, or as soon as possible**

**7. Brief Project Description: The Programme Specialist will support the implementation of national UN-REDD programmes throughout the Asia/Pacific region**

**8. Host Agency/Host Institute: UNDP Asia/Pacific Regional Centre**

**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 countries throughout the Asia/Pacific region. A total of seven countries have programmes funded directly by UN-REDD, while in another 7 countries, UN-REDD supports activities funded through other sources. The Programme Specialist will also support thematically focused activities such as knowledge management, regional-level monitoring and programme management at the UNDP Regional Centre.

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

**11. Description of tasks:**

Under the direct guidance of the UNDP UN-REDD Regional Technical Advisors, the Programme Specialist is expected to perform the following tasks:

**Regional Programme Development and Implementation Support**

* Assisting the overall regional UN-REDD Programme team in developing and implementing the regional programme (knowledge management, capacity assessment, social and environmental safeguards, partnership development and resources mobilization);
* Developing a regionally-coordinated programme of work on specific themes in multiple countries, including both those with and without UN-REDD-funded programmes;
* Contributing to knowledge management and communications activities of the UN-REDD Asia/Pacific programme; and
* Other activities, as determined by the UNDP UN-REDD Regional Coordinator.

**National Programme Implementation Support**

* Working under the direct supervision of the UN-REDD Regional Technical Advisors, and in consultation with senior staff members of specific UNDP Country Office/national UN-REDD Programmes to support the implantation of key outcomes (e.g., stakeholder engagement, benefit distribution, etc);
* Supporting up-scaling of REDD+ readiness activities to prepare the country for full implementation of REDD+; and
* Other activities, as determined by senior staff members of UNDP and national UN-REDD Programme and UNDP UN-REDD Regional Coordinator;

Furthermore, UNV 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 UNV 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 national UN-REDD Programmes and the UNDP UN-REDD Regional Coordinator.
* 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 Environmental Science, Natural Resource Management, Geography, or related social science fields,
* At least 3 years of working experience on forest resources management including at least one year working on REDD+, with a strong preference for work experience on these issues in Asia and the Pacific;
* Knowledge of REDD+ and global climate change issues,
* 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 Bangkok, 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 Bangkok and other places throughout Thailand. Bangkok has many good restaurants with good health standards and most guesthouses provide food. In Thailand the most used means of transportation are taxi or local bus (and, in Bangkok, the elevated train service). 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 Thailand and Western cards can usually be used to withdraw Thai Baht.

**15. Conditions of Service**

A 12 - monthly contract; monthly volunteer living allowance (VLA) intended to cover housing, basic needs and utilities, equivalent to US$ 1,948 (current) for single person, US$ 2,198 for person with one recognized dependent, and US$ 2,398 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:**

Tim Boyle, UNDP Regional Technical Advisor for UN-REDD

**Date: 2/03/2012**

**Description of Assignment approved by UNDP/RR/CD or UNV Country Office Teams/Support Office:**

Maridel Alberto, UNV Programme Officer

**Date:**