

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

ECUR000785--Resettlement Assistant

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

| | |
|-------------------------------|-----------------------------------|
| Country of Assignment | Ecuador |
| Host Institute | UN High Commissioner for Refugees |
| Volunteer Category | International University |
| Number of Volunteer | 1 |
| Duration | 6 months |
| Expected Starting Date | 10-08-2020 |
| Duty Station | Quito [ECU] |
| Assignment Place | Family Duty Station |

Assignment Place Remark

UN University Volunteer Assignments are always without family.

Living Conditions

Local services are very good (Quito is an A Duty Station). Quito is located 2,800 meters above sea level. The weather is consistent with that of a subtropical highland climate. The city has a constant cool climate due to its elevation and proximity to the equator.

Most of Ecuador is under general security level 2-LOW (SLS 2) which the level of hazards is MODERATE or SUBSTANTIAL, mainly due to the earthquakes and road traffic accidents. The Ecuador side of the Colombian border, the Province of Sucumbios and North Esmeraldas, are SLS 3 (MODERATE) areas.

Quito is rated as an "A" category family duty station and at SLS 2. similar to most other Latin American countries, the most frequent criminal activities in Quito are petty

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crime in streets and public places, residence breaks-ins, vehicle theft (often armed), smuggling; homicides, momentary kidnapping and intimidation/ extortion. In addition to the Scopolamine (the “rape drug”) poisoning (intoxication), a substance used by criminals in occasion to render victims compliant in order to steal valuables, is also a concern, the method is used to gain access to residences or conduct momentary kidnappings. An increased police presence in the last two years since 2013 has been effective in reducing reported crime rates in the city (and countrywide).

Assignment Details

Assignment Title Resettlement Assistant

Organizational Context & Project Description

Host Institute

UNHCR operation in Ecuador is fundamentally driven to deliver protection and solutions to a variety of persons of UNHCR's concern such as asylum-seekers, refugees, and stateless in partnership and close collaboration with national authorities as well as non-governmental organizations and communities. Particular attention and specific multi-faceted protection and assistance is often provided within short timeframes and at times little resources in demanding operational environment. The wide palette of activities is principally coordinated from the national office in Quito as well as the field offices, including Quito (Solanda), Esmeraldas, Guayaquil, Ibarra, Tulcán and Lago Agrio.

Organizational Context & Project Description:

Ecuador is a destination and transit country for persons in need of international protection. Over the past two decades, Ecuador has been hosting more than 68,000 recognized refugees (mainly Colombians) and has become a main destination and transit country for Venezuelan refugees and migrants. Ecuador receives the second largest number of Venezuelans after Colombia. Over 2.2 million have arrived in Ecuador since 2016. In 2019 Venezuelans have been arriving in Ecuador at an average of 1,950 people per day, almost all through the border crossings with Colombia. While 80% of Venezuelans arriving in Ecuador are in transit to third countries, official estimates are that more than 385,000 are residing in Ecuador.

UNHCR has identified serious protection risks for PoC in border areas: e.g. obstacles to access territory and RSD; discrimination, abuse and extortion by officials; and instances of SGBV (particularly sexual abuse, survival sex, and sexual exploitation). PoC communities in remote and isolated areas have limited access to renew personal documentation. The situation of Colombian youth at risk of recruitment for illegal activities (particularly in border areas) is a serious concern and is worsened by the lack of educational, recreational and livelihoods opportunities (see further below under the social dimension regarding special programs targeting youth).

Resettlement (RST) from Ecuador is aimed at protecting the most vulnerable refugees whose protection needs cannot be met nationally. The Office will continue to reinforce the strategic use of resettlement.

The RST Volunteer is of fundamental importance to the RST Operation. The Resettlement Associate takes part in assessing cases for resettlement and conducting interviews as well as monitoring procedural compliance and quality of case submissions. The role of the Resettlement Associate may involve other responsibilities in implementing organizational objectives and priorities.

Sustainable Development Goals 10. Reduced Inequalities

Task description

The Resettlement Assistant will be based in Quito, the headquarters of the Ecuador UNHCR operations.

Quito is the largest sources of identified cases for resettlement in Ecuador, representing around 60% of overall cases for the country.

UNHCR's initial assessments indicate the possible existence of unidentified resettlement needs among the urban refugee population in Quito, where refugees live under very difficult conditions of poverty and significant protection challenges. Refugee children and adolescents face serious problems linked to the general stereotypes against nationals of Colombia and refugees.

Under the direct supervision of Assistant Resettlement Officer, the UN Volunteer will undertake the following tasks:

1. Learn how to conduct interviews with refugees previously identified or referred to the Resettlement Unit to determine their resettlement needs, and as required, RSD. In this connection, the Volunteer will work closely with the Resettlement Assistant of FO Quito, whose primary task will be to identify cases and refer them to resettlement and provide support to UNHCR partners to do so.
2. Discuss interviewed cases according to the Resettlement Standard Operating Procedures to determine together whether they are in need of resettlement, determining the submission category and preparing case assessment notes to ensure the required level of accountability on all decisions taken and the integrity of the resettlement process.
3. Understand how to complete Resettlement Registration Forms (RRFs), including case summary and the legal analysis, in accordance to UNHCR guidelines, for the final review of the Resettlement Officer.
4. Learn how to prepare RSD analysis (based on 1951 Convention refugee definition) for resettlement cases identified.
5. Understand how to prepare Best Interest Analyses (BIA) for children in cases when this is needed and request for Best Interest Determination (BID) interviews to be carried out in cases where the latter is necessary
6. Ensure proper follow-up of the pending submissions and keep track of any changes in the family composition of cases.
7. Learn how to provide counselling/information and orientation to refugees selected for resettlement throughout the procedure, and until their final departure.
8. Learn how to provide counselling/information to cases not considered for a resettlement submission.
9. Ensure that the ProGres database and the Unit's internal tracking sheets are regularly updated with all resettlement events.
10. Get familiar with and understand Resettlement policies, strategies and existing SOPs (including fraud prevention SOP) with the guidance from the Resettlement Officer.
11. Permanently report on activities and individual cases being assessed.
12. Any other resettlement related activities.

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 International Volunteer Day)- Be acquainted with and build on traditional and/or local forms of volunteerism in the host country- Provide annual and end of assignment reports on UN Volunteer actions, results and opportunities using UNV's Volunteer Reporting Application- 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.

Results/Expected Outputs

Resettlement delivery is needs-based, non-discriminatory and prioritized for refugees most in need of this solution.

- The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counter-parts, 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

Required Degree Level

Secondary education

Education - Additional Comments

Currently studying towards a degree in International Law or International Relations or another relevant field.

Required experience

0 months

Experience Remark

- Demonstrated interest and/or experience (up to 2 years) in interviewing people of concern, Refugee Status Determination, and

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knowledge of the Colombian and Venezuelan Situation would be assets to this deployment.

- Previous experience as a volunteer and/or experience of another culture, (i.e. studies, volunteer work, internship) would be highly regarded.

Language

- English (Mandatory) , Level - Fluent
- AND - Spanish (Optional) , Level - Working Knowledge

Area of Expertise

- Protection of refugees, asylum seekers and IDPs Optional

Area of Expertise Requirement

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

Need Driving Licence

No

Competencies & Values

- Adaptability and Flexibility
- Building Trust
- Commitment and Motivation
- Communication
- Respect for Diversity
- Working in Teams

Conditions of Service and other information

Condition of Service

[Click here to view Conditions of Service](#)

Conditions of Service:

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Note on novel coronavirus – COVID-19.

The rapidly changing nature of novel coronavirus COVID-19 has placed significant and increasing restrictions on the freedom of movement of people across the globe, within countries and across borders. Such restrictions make it very difficult for international UN Volunteers to begin their assignments at their assigned duty station and UNV cannot guarantee assignments will proceed as normal.

Candidates for international UN Volunteer assignments during this period may be exceptionally granted alternative working arrangements to work from their place of recruitment until restrictions are lifted. This is at the discretion of the host entity. Candidates proceeding to interview are recommended to discuss the likelihood of travel and possible alternative arrangements with the host entity. If selected, candidates should carefully consider the circumstances before accepting UNV's offer.

The contract lasts for the period indicated above with possibility of extensions subject to availability of funding, operational necessity and satisfactory performance. However, there is no expectation of renewal of the assignment.

A UN Volunteer receives a Volunteer Living Allowance (VLA) per month and is paid at the end of each month to cover housing, utilities, transportation, communications and other basic needs. The VLA can be computed by applying the Post-Adjustment Multiplier (PAM) to the VLA base rate of (choose from the drop down menu the appropriate rate here): US\$990 The VLA base rate is a global rate, while the PAM is country-specific and fluctuates on a monthly basis according to the cost of living. This method ensures that international UN Volunteers have comparable purchasing power at all duty stations irrespective of varying costs of living. The PAM is established by the International Civil Service Commission (ICSC) and is published at the beginning of every month on the ICSC website <http://icsc.un.org>.

For UN Volunteer entitlements, kindly refer to the link <https://vmam.unv.org/calculator/entitlements>

In non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, international UN Volunteers receive a Well-Being Differential (WBD) on a monthly basis. .

Furthermore, UN Volunteers are provided a settling-in-grant (SIG) at the start of the assignment (if the UN Volunteer did not reside in the duty station for at least 6 months prior to taking up the assignment) and also in the event of a permanent reassignment to another duty station.

UNV provides life, health, permanent disability insurances as well as assignment travel, annual leave, full integration in the UN security framework (including residential security reimbursements). UN Volunteers are paid Daily Subsistence Allowance at the UN rate for official travels, flight tickets for the final repatriation travel (if applicable). UNV will provide, together with the offer of assignment, a copy of the Conditions of Service, including Code of conduct, to the successful candidate.

Supervision, induction and duty of care of UN Volunteers

UN Volunteers should be provided equal duty of care as extended to all host entity personnel. Host entity support to the UN Volunteer includes, but is not limited to:

- Introductory briefings about the organisation and office-related context including security, emergency procedures, good cultural practice and orientation to the local environment;

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- Support with arrival administration including setting-up of bank accounts, residence permit applications and completion of other official processes as required by the host government or host entity;
- Structured guidance, mentoring and coaching by a supervisor including a clear workplan and performance appraisal;
- Access to office space, equipment, IT support and any other systems and tools required to complete the objectives of the assignment including a host entity email address;
- Access to shared host entity corporate knowledge, training and learning;
- Inclusion of the volunteer in emergency procedures such as evacuations;
- Leave management;
- DSA for official travel, when applicable;
- All changes in the Description of Assignment occurring between recruitment and arrival or during the assignment need to be formalized with the United Nations Volunteer Programme.

Application Code

ECUR000785-6768

Application procedure

This assignment is funded by KOICA, therefore only Korean nationals are eligible to apply.

Eligible candidates must be between 18 and 29 years of age and enrolled at a university throughout the assignment.

Please apply via the link below. You can then either log in if you already have an account or register via 'Candidate Signup'.

You may apply to a maximum of three assignments per advertisement and indicate your order of preference in the 'Additional Remarks' section of your profile.

Application deadline: 10 May 2020

Selection process

Only shortlisted candidates will be contacted. The selection will be done by the UN Host Entity at the level of the country of assignment. Interviews will be conducted by the UN Host Entity between 2 and 19 June.

Pre-departure training in Korea

The selected candidate will be invited to attend a training prior to deployment. The training will take place from 20 to 31 July 2020.

COVID-19: The training and assignment start dates may be postponed due to the COVID-19 context.

doa.apply_url<https://vmam.unv.org/candidate/show-doa/RUNVUjAwMDc4NQ==>**Disclaimer**

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