



<別紙 1-2 / Annex 1-2>

Primary Course

Summary of Overseas Assignment (UN Volunteer assignment)

Overseas assignment of the Program for Global Human Resource Development for Peacebuilding and Development (Global Peacebuilders Program) is administered by the United Nations Volunteers (UNV) Programme. Program Associates will be deployed to UN partner agencies as UN Volunteers for the duration of one year to work in the field of peacebuilding and development. While the deployment process including the identification of assignments, recruitment, pre-departure arrangements, volunteer management during the assignment and repatriation is administered in accordance with UNV rules and regulations, the following unique process is adopted as part of UN Volunteer assignment component of the Program.

Overseas assignment through UN Volunteer assignment

Although UN Volunteer assignments will enhance knowledge and professional skills of the Program Associates, the UN Volunteer assignment itself is not a training. Each Program Associate is therefore expected to contribute to peacebuilding through his/her own expertise as a professional in the form of volunteering. Hosting UN entities expect the Program Associates to perform their assigned duties in a professional manner.

UN Volunteers are deployed to directly work with UN agencies to support vulnerable population including refugees, women, children and people in conflict areas. Activities include support to socially excluded groups to participate in the peacebuilding and development planning process, protection and assistance to people exposed to risks, and the strengthening of public administrative capacity to meet the basic needs of vulnerable groups. With the basic principle of contributing to peacebuilding, peacekeeping and development through the promotion of volunteerism, UN Volunteer assignments support areas including the following (list is not exhaustive):

- Humanitarian assistance and strengthening of basic services to vulnerable groups
- Crisis prevention and recovery
- UN peacekeeping missions
- Capacity development of public institutions
- Environment and climate change

Sample of assignments

Crisis prevention and reconstruction

- Prevention of violent conflict, national capacity development for reconstruction
- Capacity development of community members in negotiation and mediation
- Promotion of community members' participation to communication campaign for peace
- Community security, promotion and monitoring of human rights and rule of law

Humanitarian assistance and strengthening of basic services to vulnerable groups

- Protection and promotion of human rights for refugees and victims of conflicts and sexual violence
- Support to social reintegration of former combatants, displaced persons and vulnerable groups

- Youth leadership in communities, participation in decision-making, conflict resolution and social development

UN peacekeeping missions

- Support to mission activities in key areas (protection, rule of law, security sector reform, civil affairs, DDR, natural resource management, etc)

UN Volunteer assignments are selected through collaboration between UNV, Ministry of Foreign Affairs of Japan (MOFA) and **Hiroshima Peacebuilders Center (HPC)** based on the needs of UN partner agencies in the field including UNDP, UNHCR, UNICEF, WFP, IOM, and UNPKOs.

Assignments are approved based on the following factors:

- International cooperation policy of the Government of Japan and UNV's strategic priority areas
- Security of Program Associates in deployed duty stations based on the security standard of the Government of Japan
- Supervision and support structure at Host Entities
- Distribution of volunteers by UN Entities and region/country

Selection of assignments and matching process

- Potential assignments are selected and approved in advance to the selection of shortlisted candidates.
- A list of potential assignments is shared with shortlisted candidates that pass the written assessment, so that they can check availability of assignments of their interest.
- In late-October, briefing by Japan offices of UN Agencies are planned for selected Program Associates.
- After this, Program Associates can apply to assignments. Program Associates may consult with HPC or Japan offices of UN Agencies as needed (In case a Program Associate wishes to contact an agency which does not have a Japan office or one, of which Japan office is not in the position to provide consultation services, an appropriate focal point of the agency will be identified through necessary coordination. Program Associates can make inquiries on such focal points of potential Host Agencies). However, it must be refrained that Program Associates contact directly the Host Entities (offices which Program Associates might be assigned to) for which the Program Associates are interested.
- UNV will ensure that designated Program Associates' profiles match with requirements of the assignment, and in case the assignment does not match, would propose an alternative with a better match.
- UN Host Entities will confirm the selection of Program Associates through interview (or desk review as an option). If more than one Program Associate opt for the same assignment, selection will be a competitive process. Matching will be completed upon positive interview results and acceptance by Host Entity as well as confirmation of the Program Associate's medical condition.
- If the process is unsuccessful, Program Associate will apply for another post, and repeat the process.
- In principle, assignments selected for the Program are shown for the Program only. However, in the case of assignments with UN peacekeeping missions, the selection of Program Associates

will be conducted as per the regular processes for UN Volunteers including candidates other than Program Associates.

Deployment period of overseas assignment

The deployment is expected following the completion of coursework in Japan after March. The actual date of deployment may vary by assignment depending on status of matching, intentions of Host Entities, and processes for predeparture preparations.

Status of Program Associates during overseas assignment

- Program Associates will carry out assignment as international UN Volunteers. International UN Volunteers are not UN staff members and are administered based on the Condition of Service. Condition of Service: https://www.unv.org/sites/default/files/International_UN_Volunteers_Conditions_of_Service_0.pdf
- International UN Volunteers are provided with travel entitlement for assignment and repatriation, assignment grant, volunteer living allowance including accommodation supplement in some locations, insurance and resettlement allowance.
- The UNV Onboarding Portal provides information and guidance for candidates on the preparation for the assignment. UNV Onboarding Portal: <https://www.unv.org/become-volunteer/onboarding>
- We invite interested candidates to refer to the webpage with Information for UN Volunteers, selected candidates and host entity partners related to UNV's COVID-19 Response. Information for UN Volunteers: <https://www.unv.org/COVID-19>
- Assignments under the HRD Program are considered as assignments without family, as per the policy of the Government of Japan for this Program. Even if the UN Volunteer is located at a designated Family Duty Station, any potential travel of dependents would be considered as private, i.e. UNV will not support the travel and the costs will not be covered by the donor organization. The UN Volunteers can only bring their dependents, in accordance with the UNV Conditions of Service, at their own costs and responsibility.