



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.

Country of Assignment: INDIA

Agency Name: UNDP

General Information

Volunteer Category: International Specialist

Number of Volunteers: 1

Duty Station: NEW DELHI

Duration: 24 months

Expected Starting Date: October 2020

Living Conditions:

The duty station of the International Specialist will be in India's capital, New Delhi. Sufficient public infrastructure and transportation facilities are available – with excellent coverage by Uber and Ola Cabs. Healthcare facilities in private institutions are very good. New Delhi is a hub of political discourse, home to a number of national museums, a vibrant theatre and cultural scene. In general, rent for apartments in the area close to office (within a 10-15 minute drive) is relatively higher, though it is possible to

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secure good quality housing at 20 – 40minutes drive from UN House. Delhi has a number of shopping malls which house global brands and market places are dotted across the city for home supplies and groceries.

Sustainable Development Goals:

10. Reduced Inequalities

UNV Focus Area:

Securing access to basic social services

Need Driving License:

No

Assignment Place:

Family Duty Station

Assignment Place Remarks:

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;
- 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.

Assignment Details

Assignment Title: SDG Finance Associate

Education

Required Degree Level: Bachelor's degree

Education - Additional Comments: Finance or Economics

Required Experience: 4 years

Experience Remark: minimum of 4 years of relevant experience in finance (public finance, private equity, climate finance, blended finance, insurance or innovative finance), structuring of financial products or strategy consulting.

Areas of Expertise:

Expertise	Mandatory yes/no
Macroeconomics and public finance (1501) or Credit, banking and insurance (1503) or Energy and environmental economics, carbon market mechanisms (0905)	Yes
Management consulting (1603)	No
Resource mobilization, partnership and donor coordination (0304)	No

Language Skills:

ENGLISH mandatory ☒ optional ☐
working knowledge ☐ fluent ☒

HINDI mandatory ☐ optional ☒
working knowledge ☐ fluent ☐

Competencies and Values:

- ☒ Accountability
- ☒ Adaptability and Flexibility
- ☐ Building Trust
- ☐ Client Orientation
- ☒ Commitment and Motivation
- ☒ Commitment to Continuous Learning
- ☒ Communication
- ☐ Creativity
- ☐ Empowering Others
- ☒ Ethics and Values
- ☒ Integrity
- ☐ Judgement and Decision-making
- ☒ Knowledge Sharing
- ☐ Leadership
- ☐ Managing Performance
- ☒ Planning and Organizing
- ☒ Professionalism
- ☒ Respect for Diversity

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- ☒ Self-Management
- ☐ Technological Awareness
- ☐ Vision
- ☒ Working in Teams

Task description

Under the direct supervision of the Advisor, Social Impact Investments – India/ South-Asia the UN Volunteer will undertake the following tasks:

- **Financial instrument scoping and landscaping:** The UNV Specialist will be working on supporting or leading the development of 1 or more financial mechanisms or instruments. Accordingly, one of the key areas of work will be scoping the landscape in India to identify financing bottlenecks (for a particular sector/ sub-sector), understand alternative instruments that exist and the estimate the potential of creating/ incubating new instruments (in terms of capital that can be mobilised or leveraged).
- **Instrument Conceptualisation:** The role will likely involve putting together high-level structures for financing mechanisms that would be used to initiate conversations with potential partners. This task would also involve responding to internal UNDP teams that are seeking guidance, input and ideas on innovative or blended financing mechanisms that could be incorporated as part of their on-going or prospective projects to catalyse financing for SDGs.
- **Partnership Development:** The role will also involve identifying and engaging with potential partners (including IFIs, aid agencies, foundations, private sector and possibly government) to narrow down on potential areas of collaboration.
- **Supporting activities of the SDG Finance Facility Platform:** This would include effective liaison between members of the platform – including donor partners, technical partners, UNDP and UN teams. A key function would also involve supporting events and convening's that bring together stakeholders in pursuit of the wider SDG Finance agenda.

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;
- 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.

Results/Expected Outputs

- Develop understanding of the SDG Financing gaps and bottlenecks in the India ecosystem.
- The successful development of at least one innovative/ blended finance instrument which would involve mobilising partners and resources (as required) for the SDGs.
- Mainstreaming innovative/ blended financing approaches within UNDP India by incorporating the same in a minimum of 6 proposals developed by different teams.
- 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

Agency Details

Host Institute: UNDP India

Organizational Context & Project Description:

About UNDP India: On the ground in about 170 countries and territories, UNDP works to eradicate poverty while protecting the planet. We help countries develop strong policies, skills, partnerships and institutions so they can sustain their progress.

UNDP has worked in India since 1951 in almost all areas of human development, from systems and institutional strengthening to inclusive growth and sustainable livelihoods, as well as sustainable energy, environment and resilience. UNDP's programmes continue to fully integrate a global vision for catalytic change with India's national priorities. With over 30 projects on the ground in almost every state, today UNDP India works to achieve the Sustainable Development Goals by transforming traditional models to do development differently.

SDG Finance Facility: The SDG Finance Facility is an initiative by UNDP that aims to bring together a group of key stakeholders including government, aid agencies/ bilateral institutions, technical partners and the UN System to jointly incubate SDG aligned innovative financial instruments for India. Potential instruments include SDG Bonds, Pay for Performance Instruments, ETFs and municipal finance. The Facility also aims to be a delivery platform for UNDP and with time, the wider UN System in India – helping internal teams and other agencies with conceptualisation and development of innovative financing for SDGs.

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Conditions of Service:

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 US\$1,631. 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 example, kindly enter the link [Calculator](#).

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 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). A resettlement allowance is paid for satisfactory service at the end of the assignment.

UNV will provide, together with the offer of assignment, a copy of the Conditions of Service, including Code of conduct, to the successful candidate.



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.

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