



## DESCRIPTION OF ASSIGNMENT

### Preamble:

The United Nations Volunteers (UNV) programme is the UN organisation 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 mobilising 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:**

**Lao PDR**

**Agency Name:**

**Office of the UN Resident Coordinator**

### General Information

**Volunteer Category:**

**International Specialist**

**Number of Volunteers:**

**1**

**Duty Station:**

**Vientiane, Lao PDR**

**Duration:**

**24 months**

**Expected Starting Date:**

**October 2020**

**Living Conditions:**

The position will be based in the capital, Vientiane. Living conditions in Vientiane are comfortable, but residents must make concessions due to the tropical climate and under-developed infrastructure, including health facilities.

Vientiane is a relatively safe place to live in, with violent crime incidents rare. However, single females should exert vigilance if moving alone during the dark and it is best advised to move in groups.

The most significant hazards relate to traffic accidents. Hence utmost care should be exerted when in traffic, especially when riding a motorbike.

The Vientiane entertainment scene is still quiet, and to avoid feeling lonely, the person should be proactive in forming friendships, and hence should be ready to make the best of, e.g. the UNV Buddy Programme.

Houses or apartments are usually of good standards. All essential commodities can be bought in Vientiane and its immediate vicinity.

**Sustainable Development Goals:**

17. Partnerships for the Goals

**UNV Focus Area:**

**Securing access to basic social services**

**Need Driving License:**

**No**

**Assignment Place:**

Family Duty Station

**Supervision, induction and duty of care of UN Volunteers**

UN Volunteers should be provided with the same 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 work plan 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 formalised with the United Nations Volunteer Programme.

**Assignment Details**

**Assignment Title:** Financing for Development Officer

**Education**

Required Degree Level: Bachelor's degree

Education - Additional Comments: Master's degree would be an asset

**Required Experience:** minimum 2 years of relevant experience

Experience Remark:

- Demonstrated interest and/or experience in the 2030 Agenda for Sustainable Development and SDGs;
- Working experience in development and/or humanitarian assistance sector, preferably in developing countries in relevant fields;
- Good understanding and involvement in resource mobilisation and programme-finance activities for a development/humanitarian organisation;
- Good knowledge of the country/regional context, as well as the trends in relation to the Addis Ababa Action Agenda, is considered an advantage.

**Areas of Expertise:**

Expertise	Mandatory yes/no
0304 – Resource mobilization, partnership and donor coordination	Yes
1501 – Macroeconomics and public finance	Yes
0301 – Development programme management	No, but desirable

**Language Skills:**

**English** mandatory ☒ optional ☐  
working knowledge ☐ fluent ☒

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

### Task description

Under the direct supervision of the Resident Coordinator's Office (RCO) Team Leader and working in close coordination with Development Coordination Officer, Partnership and Development Finance, the UN Volunteer will undertake the following tasks:

#### 1. Contribute to implementing financing development in the context of the Addis Ababa Action Agenda (AAAA)

- Support the UN Resident Coordinator system in the analysis and critical advocacy around the sustainable financing in alignment with the recent trends on the AAAA and the UN's position; provide regular dashboards with the analysis to the UN RC and other relevant staff;
- Coordinate with the corresponding counterparts in the Government and among the development partners on the fiscal space analysis and the UN's assistance in financing for development;
- Engage in all the proper planning and monitoring related activities in support of the UN Country Team's work on promotion for sustainable funding to achieve SDGs;
- Act as a focal point on partnerships coordination together with the Development Coordination Officer/Partnership and Development Finance;
- Participate in the partnership dialogue and draft briefing materials, ensuring follow-up actions implementation as required;

- Support the UN Country Team in conceptualising and implementing strategies to help the Government in Lao PDR mobilise and leverage public and private resources and investments for SDGs.
- 2. Support coordination of the joint UN resource mobilisation activities on the priority areas in the context of the UN Partnership Framework/Sustainable Development Cooperation Framework**
- Keep track of resource mobilisation opportunities for the UN in Lao PDR and ensuring up-to-date information is communicated to the UN Country Team on the existing opportunities;
  - Foster aid effectiveness by providing better information flow and advocating for integrated approach in resource mobilisation and programming;
  - Support the UN Country Team in preparation and programme cycle implementation on the joint programmes/programming; acting as a knowledge hub on the Joint SDG Fund in Lao PDR;
  - Support resource mobilisation for the UN Cooperation Framework, including analysis of fiscal space, design of a roadmap, strategy as well as action plans as required – all in due consideration of the linkages with the national financing needs/opportunities to ensure sustainable financing to achieve the 2030 Agenda in Lao PDR;
  - Research and propose innovative ways of mapping of the development finance landscape and resource mobilisation strategies in consultation with the global, regional and country-based UN experts;
  - Ensure monitoring of the existing Joint Resource Mobilization Strategy of the UN Country Team, supporting with the analysis of achievements and challenges to inform the next cycle of resource mobilisation efforts.
- 3. Supports knowledge management and capacity development**
- Keeps abreast of regional and global economic trends and issues and helps analyse their implications for the realisation of the SDGs at the country level given the national economy and fiscal space;
  - Cooperates with the UN Policy Advisory Team and the UN Results Groups to help ensure an integrated approach to the UN's policy advisory support to national counterparts and other partners in the area of financing towards SDGs;
  - Monitor the success stories and assist with the reporting to the Development Cooperation Office and other stakeholders.

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 an 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 organisations to use the UNV Online Volunteering service whenever technically possible.

### **Results/Expected Outputs**

- Gain a sound understanding of the development finance landscape and the implications on the achievement of the SDGs in Lao PDR;
- Become aware of UN approaches and catalytic actions to support the development and implementation of sustainable financing strategies;
- Demonstrate an enhanced understanding and experience in strategies to mobilise and leverage public and private resources and investments for SDGs;
- 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 mobilised, activities participated in, and capacities developed.

### **Agency Details**

#### **Host Institute: UN Resident Coordinator's Office, Lao PDR**

The Resident Coordinator system ensures the coordination of all organisations of the United Nations dealing with operational activities for development at the country level, regardless of the nature of their presence in the country. It encompasses the UN Resident Coordinator, the UN Country Team and Resident Coordinator's Office and is served by the UN Development Coordination Office.

The Resident Coordinator system is focused on the advancement of sustainable development, leaving no one behind, and with the eradication of poverty in all its forms and dimensions as an overarching objective, consistent with the integrated nature of the 2030 Agenda for Sustainable Development. In performing her/his functions, the Resident Coordinator is guided by the respective UN Cooperation Framework and international frameworks, norms and standards agreed amongst the Member States of the United Nations.

The post will be placed in the UN Resident Coordinator's Office to support the fulfilment of the roles and responsibilities of the Resident Coordinator system.

### **Organizational Context & Project Description:**

With the 2030 Agenda for Sustainable Development at its core, and in response to the General Assembly resolution 71/243 on the quadrennial comprehensive policy review of operational activities for development of the United Nations system, the UN Secretary General's report (December 2017) "Repositioning the United Nations development system to deliver on the 2030 Agenda: our promise for dignity, prosperity and peace on a healthy planet" puts forward a comprehensive proposal on further improvements to the resident coordinator system to ensure more coherent, accountable and effective support for the 2030 Agenda. This was further reinforced by General Assembly resolution 72/729 of 1 June 2018, which gave the Secretary-General the mandate to implement the repositioning.

A reinvigorated resident coordinator system is at the centre of a repositioned United Nations development system, and while the system has been instrumental in driving coherence on the ground over the past four decades, it is now insufficiently robust to respond to the needs of the 2030 Agenda. The report stresses that resident coordinator offices will need to be adequately staffed to ensure sufficient substantive capacities to lead United Nations country teams. The core capacity will include expertise in coordination and strategic planning, economics, tailored policy support, results monitoring and evaluation, and strategic partnerships, plus a robust standing communications capacity within the United Nations country team. This post is part of this new generation of resident coordinator office, with the new skill set and competencies required to deliver on the 2030 Agenda.

Public and private debt levels hit record highs in 2018, impeding many countries' ability to invest in the Sustainable Development Goals. Around 30 of the least developed and other vulnerable countries are either already in or at high risk of debt distress, and some middle-income countries are experiencing debt levels not seen since the debt crises of the 1980s. As debt burdens rise, so does the cost of debt servicing. In 2018, interest payments exceeded 20 per cent of government revenue in several countries in Africa, Latin America and South Asia. The composition of developing country debt has also shifted towards a higher share of variable interest rate instruments and greater reliance on commercial debt. Together with a more prominent role of non-traditional creditors, this is presenting new challenges for potential future debt crisis resolutions.

These and other trends illustrate the need for policy action to address new and existing challenges to financing the implementation of the SDGs. The Member States, in their deliberations at successive forums on financing for development follow-up, have acknowledged these trends and have agreed on recommendations in the seven action areas of the Addis Ababa Action Agenda, including the cross-cutting issues.

Domestic public finance is essential to financing the SDGs, providing public goods and services, increasing equity and helping to manage macroeconomic stability. Further improvement in these ratios will require both domestic actions, such as changes to tax policy and strengthened tax administration, and international cooperation. At the forum on financing



for development follow-up in 2019, Member States committed to “modernized, progressive tax systems”, which can support better alignment of tax policy needs with the SDGs.<sup>1</sup>

The incumbent will support the UN Resident Coordinator system with the analysis of the fiscal space and follow-up assistance with incorporating considerations for sustainable financing in parallel to funding for the new UN Cooperation Framework, as required in light of the UN reform.

### **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 with a settling-in-grant (SIG) at the start of the assignment (if the volunteer did not reside in the duty station for at least six months before 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.

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<sup>1</sup> UN SG's report on “Follow-up to and implementation of the outcomes of the international conferences on financing for development”, 30 July 2019





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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