



Request for a Volunteer from a university

The “**University Volunteer Network**” provides human resources and knowledge resources, through qualified and experienced volunteers from partner universities. These volunteers serve for six months in developing countries.

The Universidad Autónoma de Madrid (UAM) acts as the coordinating university of the Spanish University Volunteer Network currently comprising 24 Spanish universities. To date, 198 assignments have been carried out. This year, it is envisaged to field 45 volunteers to work towards achieving the MDGs in selected areas of Youth, education, health, environment and Information and Communication Technologies for Development (ICT4D) **with a relevant youth component**. The volunteers are to primarily support host institutions supported by UNV's MDG Facility as well as UN Projects and Programmes engaged in MDGs-related activities. The focus of these assignments will be on capacity building.

Instructions for completing this form

- The form should be completed as detailed as possible bearing in mind that the Terms of Reference are aimed at student volunteers and not professionals.
- Host organizations should retain a copy of the form.
- The goal of this form is to provide pertinent information on the qualifications requested in order to recruit the best possible candidate for this student volunteer assignment.

Requesting Organization

Name: UNAIDS

Address: 5a Avenida 5-55, zona 14, Ed. Europlaza Torre IV, Nivel 12, Guatemala 01014, Guatemala

Describe the role/mandate of the organization

Year of establishment: 1996

Size of organization: UNAIDS, the Joint United Nations Programme on HIV/AIDS, is an innovative joint venture of the UN family, bringing together the efforts and resources of ten UN system organizations in the AIDS response to help the world prevent new HIV infections, care for people living with HIV, and mitigate the impact of the epidemic. With its headquarters in Geneva, Switzerland, the UNAIDS Secretariat works on the ground in more than 80 countries worldwide. Coherent action on AIDS by the UN system is coordinated in countries through the UN theme groups, and the joint programmes on AIDS.

United Nations Volunteers

PO Box 260 111 53153 Bonn Germany Telephone +49.228.815-20 00 Fax +49.228.815-20 01
Email information@unvolunteers.org <http://www.unvolunteers.org>

UN Volunteers is administered by the United Nations Development Programme (UNDP)



Number of staff: 12

Other pertinent information: Cosponsors include UNHCR, UNICEF, WFP, UNDP, UNFPA, UNODC, ILO, UNESCO, WHO and the World Bank. UNAIDS helps mount and support an expanded response to AIDS – one that engages the efforts of many sectors and partners from government and civil society.

Field of activity: **UNAIDS has five focus areas for a more effective global response to AIDS:**

- Mobilizing leadership and advocacy for effective action on the epidemic
- Providing strategic information and policies to guide efforts in the AIDS response worldwide
- Tracking, monitoring and evaluation of the epidemic - the world's leading resource for AIDS-related epidemiological data and analysis
- Engaging civil society and developing partnerships
- Mobilizing financial, human and technical resources to support an effective response

Is your organization assisted/funded by other organizations/companies: No

Terms of Reference

Assignment title: Extension of Networking among UNAIDS and youth organizations

Expected starting date: October 2010

Preamble:

As a United Nations Volunteers (UNV) assignment, this post is based on the values of free will, commitment, engagement and solidarity, which are the foundations of volunteerism. Volunteering brings benefit to the individual volunteer. It makes important contributions, economically, as well as socially. It contributes to creating social cohesion and capital, through helping to build trust and reciprocity among citizens.

The United Nations Volunteers is the UN Organization that supports sustainable human development globally through the promotion of volunteerism and mobilization of volunteers. It serves the causes of peace and development through enhancing opportunities for participation by all peoples. It is universal, inclusive and embraces volunteer actions in all its diversity.

Volunteerism is diverse and is embedded in all cultures and traditions. In this context, as a United Nations Volunteer you are encouraged and expected to relate to local volunteerism and to be identified with the concept. You are expected to regard your national colleagues as peers and together uphold trust as volunteers among yourselves and within the communities and the organization you are assigned to.

Detailed Terms of Reference: (Please describe in as much detail as possible the services required from the university volunteer(s) and how his/her/their contribution will fit into the organization's plans.)

Support is requested in the following fields:

Volunteers in **education** can provide assistance in teaching and tutoring. Typically, volunteers in **ICT4D** can help to develop and set-up websites and networks as well as databases, e.g. through the provision of training. In Panama, volunteers have helped to promote capacity building activities in the area of disaster-related



education activities. University volunteers in **health** have helped to educate and raise awareness among Cape Verdian mothers in HIV/AIDS. In the area of **environment**, they have developed information material in disaster-related management.

The volunteer will be supporting the following area(s) of the MDGs.

- | | |
|--|--|
| <input type="checkbox"/> Eradicate extreme poverty and hunger | <input type="checkbox"/> Improve maternal health |
| <input type="checkbox"/> Achieve universal primary education | <input checked="" type="checkbox"/> Combat HIV/AIDS malaria and other diseases |
| <input type="checkbox"/> Promote gender equality and empower women | <input type="checkbox"/> Ensure environmental sustainability |
| <input type="checkbox"/> Reduce child mortality | <input type="checkbox"/> Develop a global partnership for development |

Detailed description of the tasks to be carried out by the University Volunteer:

- To support, identify and establish working relationship between UNAIDS Country Office and potential youth organizations and universities to improve participation of young people in the fight against HIV in Guatemala.
- To identify inside UN agencies potential programs/projects/strategies working with youth that can include HIV prevention activities.
- To conduct a rapid assessment on youth organizations (and universities) and their activities, to identify venues to include HIV prevention activities.
- To develop and support the implementation of an action plan to achieve inclusion of young people in the national response to HIV epidemic.

Assignment target (i.e. capacity building impact): Action plan to include young people in the response to HIV epidemic in Guatemala

Required Volunteer qualifications:

- | | |
|--------------------------------------|--|
| ▪ Education: | Advance level on Education and / or Health |
| ▪ Language: | Spanish |
| ▪ Specific skills in requested area: | Networking / Resource Mobilization
(e. g. related to youth, education, health, environment or ICT4D) |
| ▪ Computer/software skills: | Microsoft Office Package |
| ▪ Additional skills: | Good relations and team working capacities / Ability to adapt to different social, economic, political, cultural environments / Good disposition to learn. |

Other Information: All below fields are mandatory prior to clearance

A) Visa

- Please specify type of visa needed for nationals from Spain to enter your country:
☐ **Visa before departure**

B) Accommodation

- | | |
|--|-----------------------------|
| ▪ Location of assignment: | Guatemala City |
| ▪ Nearest airport: | La Aurora at Guatemala City |
| ▪ Type of accommodation ¹ : | to be defined once accepted |
| ▪ Address: | to be defined once accepted |

¹ The accommodation for university volunteers has to be compliant with the Minimum Operating Residential Security Standards (MORSS). It needs to be cleared by the UN Field Security Officer **prior** to the fielding of the volunteers.



- Approximate monthly cost of accommodation: US \$400
- Security provision and approximate costs: n/a
- Means of local transport for the volunteer: local transport
- What other facilities will be offered to the university volunteer(s)? n/a

C) Local transportation

- Means of local transportation for the volunteer: Subcontracted taxi service
- Approximate monthly cost: \$ 200.00 per month

D) Security provision

- Security provision and approximate costs: n/a

E) Other

What other facilities will be offered to the university volunteer(s)? Work station in the Country Office premises, including necessary equipment (computer, office supplies), facilities (internet, telephone access and other communication means) and related services. The UNV from a University will report to the UNAIDS Country Coordinator.

Signature on behalf of requesting Organization

(Signature)

22 April 2010

(Date)

General Assignment Criteria

Capacity Building and Sustainability

The assignment(s) must clearly focus on capacity building (of local beneficiaries) e.g. on the application of ICT. An assignment which concentrates on e.g. ICT product delivery, like set up of a network or creation of a website, without close collaboration with local staff does not qualify. The target group of a particular assignment should be able to independently apply e.g. ICT for their purposes after the university volunteer leaves. Ensuring sustainability, further promoting volunteerism, as well as raising awareness about the Millennium Development Goals in the country of assignment are key criteria, which are common to all assignments.

Host Organization and Living Conditions

The host organization needs to demonstrate that it will provide a necessary enabling environment for the university volunteers so they can be productive from the start and sustain a positive performance throughout their assignment. This includes the provision of necessary (e.g. computing) equipment and if need be, connectivity. It also includes the identification of a direct supervisor for the volunteer.

After completion, please return this questionnaire to your UNV Country Office by fax, mail or email. Thank you!