



## University volunteer TERMS OF REFERENCE: ToR 22

### **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, University 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, University 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 University volunteers even more rewarding and productive.

The “**University Volunteer Network**” provides human resources and knowledge resources, through the recruitment of students 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 27 Spanish universities. To date, 155 assignments have been carried out. This year, it is envisaged to field 45 volunteers to work towards achieving the MDGs in selected areas of education, health, environment and Information and Communication Technologies for Development (ICT4D). 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.

- 1. UNV Assignment Title: Field Research Assistant**
- 2. Type of assignment: International University Volunteer**
- 3. Project Title: Health Facilities Safety from Disasters**
- 4. Duration: 6 months**
- 5. Location, Country: Amman, Jordan**
- 6. Expected starting date: October 2009**
- 7. Brief Project Description:**

The project aims to conduct a review and an assessment of the emergency plans of a number of health facilities in Amman, Jordan

- 8. Host Agency/Host Institute: WHO office in Jordan**

### **9. Organizational Context:**

WHO is the directing and coordinating authority for health within the United Nations system. It is responsible for providing leadership on global health matters, shaping the health research agenda, setting norms and standards, articulating evidence-based policy options, providing technical support to countries and monitoring and assessing health trends.

### **10. Description of Duties:**

Under the guidance and supervision of WHO Representative in Jordan and his technical staff, and in collaboration with other team members, the candidate will review the existing emergency plans in a number of selected health facilities in Amman to identify gaps and recommend mechanisms to fill these gaps to strengthen their resilience and functionality under emergency situations.



UN

Volunteers

inspiration in action

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

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

Under the direct supervision of WHO Representative in Jordan and his technical staff the candidate will undertake the following tasks:

- Review the existing emergency plans of a number of selected health facilities in Amman and assess their completeness;
- Identify gaps in their existing emergency plans and suggest mechanisms to fill these gaps in order to strengthen their resilience and functionality under emergency situations; and
- Produce a technical report based on the above assessment conducted.

In addition the candidate is encouraged to further promote volunteerism and engage in volunteering activities:

- Strengthening their knowledge and understanding of the concept of volunteerism by reading relevant UNV and external publications and taking active part in UNV activities (for instance in events that mark IVD);
- Getting acquainted with and building on traditional and/or local forms of volunteerism in the host country;
- Reflecting on the type and quality of voluntary action that they are undertaking, including participation in ongoing reflection activities;
- Assisting with the UNV Buddy Programme for newly-arrived University volunteers;
- Promoting or advising local groups in the use of online volunteering, or encouraging relevant local individuals and organizations to use the UNV Online Volunteering service whenever technically possible; and
- Contributing articles/write-ups on field experiences and submitting them for UNV publications/websites, newsletters, press releases, etc.

#### 11. Results/Expected Output:

- Assessment report on the emergency plans of selected health facilities in Amman; and
- A final statement of achievements towards volunteerism for development during your assignment such as specific quantification of mobilized volunteers, activities, capacities.

#### 12. Qualifications/Requirements:

- **Education:** Major in Health planning, international health, or other related fields
- **Language:** Fluency in English, ability to communicate in Arabic is an asset but not a must
- **Specific skills in requested area:** Skills in designing research and in data management
- **Computer/software skills:** MS Office, SPSS
- **Additional skills:** Good communication skills

#### 13. Other information:

##### A) Visa

Please specify type of visa needed for nationals from Spain to enter your country:

The candidate can get one month single entry visa upon arrival at the airport. Then, UNDP Jordan, in coordination with the host UN agency, will assist the candidate to attain a residency permit during the duration of the assignment.



## **B) Accommodation**

- **Location of assignment:** Amman / Jordan
- **Nearest airport:** Queen Alia Airport, Amman
- **Type of accommodation:** Apartment building
- **Address:** Building #40, Hay Iben Yaqthan Street, Al Shmesani, Amman, Jordan

Al Shmesani is 5 to 10 minutes away from WHO office and 15 minutes away from downtown and main shopping mall / restaurant areas.

- **Approximate monthly cost of accommodation:** 400 – 500 JOD (approximately, 424 - 530<sup>1</sup> EUR)  
\*Note: The apartment has two bedrooms.
- **What other facilities will be offered to the University volunteer(s)?** Office space, internet connection, stationary and other necessary support for the assignment

## **C) Local transportation**

- **Means of local transportation for the volunteer:** Though there are public transportations, taxi is the most popular transport mean in Jordan.
- **Approximate monthly cost:** Usually as per the taxis, it costs around 500 fils to 3 JOD (approximately, 0.530 – 3.18 EUR<sup>2</sup>)

## **D) Security provision**

- **Security provision and approximate costs:** The building has a 24/7 guard/reception

According to the investigation of the building which was conducted by United Nations Department of Safety and Security on 25<sup>th</sup> March 2009, the apartment building has a solid main gate which can only be accessed by residents and door of each flat is secured well with an eye viewer. Also, the windows on the ground floor are secured and well protected with grill bars. Based on these, the apartment has been approved, pending a need of a fire extinguisher in the kitchen, to be compliant with the MORSS (UN Minimum Operating Residential Security Standards).

## **14. Conditions of Service**

Monthly volunteer stipend (intended to cover housing, basic needs and local transport), equivalent to EUR 683 per University volunteer; visa fees, life and health insurance; return airfares.

**Date of Submission: 26 March, 2009**

---

<sup>1</sup> Converted based on the currency exchange rate as of 27 March 2009

<sup>2</sup> Converted based on the currency exchange rate as of 27 March 2009