



## UN VOLUNTEER 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.

- 1. UNV Assignment Title:** Communication/Public Information Assistant
- 2. Type of Assignment:** National UN Volunteer
- 3. Project Title:** UN Refugee Agency (UNHCR)
- 4. Duration:** 12 months (with possibility of extension)
- 5. Location, Country:** Rabat, Morocco
- 6. Expected Starting Date:** As soon as possible
- 7. Brief Project Description:**

Morocco is a constitutional monarchy, with a population of some 32 million. Illiteracy, poverty, corruption and unemployment are major challenges. Morocco's Islamist-dominated government is led by the Justice and Development Party (PJD), which came to power in late 2011 following a call for constitutional reform by the King earlier that same year.

Morocco positions itself as a progressive country. However numerous challenges remain in order to transpose the political will into operational measures that will bring the real changes in people's daily life. In 2014, UNHCR anticipates that the government program to reform the areas of political rights, judicial reform, unemployment, media, will be on-going. As a follow up to the International Human Rights organizations recommendations, the Government continues to give special attention to the reform of justice through national dialogue with all the parties concerned participating with a view to elaborating and adopting a national chart for justice. The actual pace of the reform process is slow leading to frustration by some groups such as young persons and sparking intermittent protests.

Morocco invests considerable energy and resources in promoting itself as a country that respects human rights. The country is party of all the main international treaties and has adopted a New Constitution in 2011 that gives the primacy of international law on domestic law. Morocco has a National Council for Human Rights (CNDH) that produces in-depth surveys and promotes related recommendations on human rights. An inter-ministerial delegation for Human Rights is in charge of Human Rights mainstreaming in government policies and programs.

### United Nations Volunteers

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In questions related to asylum, Morocco's interest is longstanding. The country has been the first Arab State to ratify the 1951 Convention on Refugee Status (1956) and to adopt a national law on asylum (1957). Morocco has also hosted a UNHCR office since 1965 and is party of the 1967 Protocol. Today nonetheless, Morocco has no functioning asylum system. There are a few references to refugees and asylum seekers in Law 02-03 which was promulgated to regulate the residency of all foreigners in Morocco. In September, 2013 following issuance of recommendations for a new migration and asylum policy by the CNDH, the King has instructed the government to undertake the necessary state reforms to develop this new policy.

In this new changing and challenging context, UNHCR Morocco needs to reinforce its capacity to communicate in the most effective and appropriate way with institutional partners, civil society, *grand public* and media.

UNHCR is committed to assist and to support Morocco with establishment of a national system of asylum. UNHCR estimates that the national system will evolve along 2 tiers:

- 1) interim measures to be put in place for refugees and asylum seekers pending the development of a national asylum system
- 2) a national asylum system consisting of a legal framework and of procedures for dealing with asylum seekers and refugees guided by a human rights approach

The new legal provisions which take the form of either new regulations or amendments to existing laws should adhere to international standard of human rights. Procedures to be developed in consultation with the Government must be formulated to assure issuance of temporary and /or permanent residency to asylum seekers, refugees to safeguard from *refoulement*, identification of and expedited procedures for vulnerable persons of concern as well as guarantee access to job market, education, medical services and others.

**8. Host Agency/Host Institute:** UNHCR

**9. Organizational Context:**

The incumbent will be supervised by the External Relations Officer. S/he will have frequent contacts involving the exchange of a wide range of information with colleagues within UNHCR as well as media, international organizations, national institutions, academicians and private individuals.

**10. Type of Assignment Place:** Assignment with family

**11. Description of tasks:**

Under the direct supervision of the External Relations Officer, the UN Volunteer will undertake the following tasks:

- Establish close working relationships with TV, radio and news agencies to promote and disseminate UNHCR aims, activities and principles, especially with Arabic media
- Monitor of evolving issues concerning asylum seekers and refugees to be able to suggest stories and topics for the media to cover
- Assist in preparations of interviews to the local media and background briefings to the international media
- Contribute to the production of information material for public awareness campaigns and for the preparation of in-house bulletins, newsletters and information kits by contributing to articles, reports and other information gathered from various sources
- Monitor on regular basis sources of information in order to keep the other staff members up-to-date on developments related/affecting persons of concern to UNHCR



- Draft press releases, reports, booklets and other publications for target audiences
- Draft routine correspondence and texts for the office's website and maintain information databases
- Provide and insert regular inputs in the national website and Facebook page on relevant local developments
- Translation FR - AR of information and sensitization supports produced by BO Rabat
- Distribution of press statements and similar information to media, to other offices locally as well as to Headquarters
- Follow-up on administrative and logistical arrangements to organise press briefings and other events, such as workshop and conferences
- Liaison with printers concerning brochures and publications published by the Office
- Maintaining up-to-date filing system and appointments diary
- Performing other duties as required

**Furthermore, UN Volunteers are encouraged 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 IVD)
- 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

**12. Results/Expected Output:**

- Media and issues concerning persons of concern and UNHCR's operations are regularly monitored
- Relevant media releases are produced
- Evolving issues concerning asylum seekers and refugees are monitored to be able to suggest stories and topics for the media coverage
- Specific attention is given to Arabic media
- A final statement of achievements towards volunteerism for development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed.

**13. Qualifications/Requirements:**

- Completion of the Secondary Education with post-secondary training in International Relations, Journalism, Political Science or related field
- 2 years of previous relevant job experience
- Communication and computer skills
- Excellent drafting skills as well as translation and interpreting skills
- Fluency in French and Arabic is essential
- Completion of UNHCR learning programmes or specific training relevant to functions of the position is an asset
- Knowledge of another UN language is an asset

**14. Living Conditions:**

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inspiration in action

Morocco is a Middle Income Country with a population of 32 millions. Illiteracy (some 45 %), poverty (some 10 % of the population), unemployment (15 – 20 %), life expectancy at birth (70 %), and infant mortality ( 4 %) remain among the major problems which contribute to Morocco's relatively low ranking on the UN Human Development Index. However, since the last decade, the country has undergone political, institutional and demographic transitions. The country is in security phase I following the increase of the terrorist threat including against the UN. The climate in Rabat and coastal areas is mild with hot summers and wet and rainy short winters. Accommodation (apartments, studios, villas) is available at reasonable charges. Public transportation, including the train system (which has a good safety record) is inexpensive and connects all the major centres in the country. Taxis are in abundance in large cities such as Casablanca and Rabat. These cities boast a variety of diversions, including cinemas, restaurants, and shopping in modern boutiques or in the souk, the open-air market in which vendors sell a wide array of local arts and crafts items. Moroccan cuisine has gained a following among connoisseurs worldwide.

### **15. Conditions of Service**

A 12-months contract; monthly volunteer living allowance (VLA) intended to cover housing, basic needs and utilities, equivalent to MAD 5,950.00, settling-in-grant (if applicable); life, health, and permanent disability insurance; return airfares (if applicable); resettlement allowance for satisfactory service.

#### **Description of Assignment prepared by:**

UNHCR Morocco, Marc Fawe

Date: 01/01/2014

#### **Description of Assignment approved by:**

Caroline Delcroix, UNV PO

Date: 06/01/2014

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