



EU Aid Volunteers for Resilience and Response Capacities of vulnerable communities through the deployment of EU Aid Volunteers

Junior EU Aid Volunteer in administration and finance, Senegal

Junior

— 1 positions

Deployment dates:

16/11/2020 - 15/09/2021

Senegal

Lead organisation:

ACCIÓN CONTRA EL
HAMBRE

Closing date:

28/08/2020

The EU Aid Volunteers is an initiative of the European Union. It brings together volunteers and organisations from different countries, providing practical support to humanitarian aid projects and contributing to strengthening the local capacity and resilience of disaster-affected communities. Participants in the EU Aid Volunteers initiative must be over 18 years of age and be a citizen of an EU Member State or a long-term resident in the EU.

DESCRIPTION

The EU Aid Volunteers project aims to strengthen the resilience and response capacity of vulnerable and disaster affected communities through the deployment of EU Aid Volunteers. EU Aid Volunteers deployment opportunities will be offered to 32 people in Colombia, Guatemala, Peru, Bolivia, Nicaragua, Senegal, Niger, Burkina Faso, Mozambique, Philippines, Palestine, Lebanon and Cambodia.

Through their volunteering deployments, EU Aid Volunteers will support the sharing of good practices and lessons learned around disaster risk management, Early Warning System, logistic chain in emergency response and resilience in vulnerable communities, and help to boost and strengthen the humanitarian skills and capacities of a range of humanitarian actors.

The expected impact of the project is fully oriented to a whole process of skills creation and knowledge reinforcement, suitable to generate change on preparedness and resilience mechanisms among vulnerable populations, technicians and authorities at different levels, based on an active collaboration of key private and public humanitarian actors.

EU Aid Volunteers from a wide range of backgrounds will be deployed for periods between 2 and 12 months depending on the profile and needs of each

participating non-EU country.

More info about this project available here: https://webgate.ec.europa.eu/echo/eu-aid-volunteers_en/eu-aid-volunteers-resilience-and-response-capacities-vulnerable-communities-through-deployment-eu-aid_en

In the framework of this project AAH deploys 4 EU Aid Volunteers to Senegal. To know more EUAV opportunities in this and other countries with AAH please consult [this page: https://www.accioncontraelhambre.org/es/euaidvolunteers](https://www.accioncontraelhambre.org/es/euaidvolunteers);

Operational details & security context:

Humanitarian Context

ACF is operating in Senegal since 2012, first through humanitarian interventions to fight child malnutrition and then progressively towards longer-term actions to ensure food and nutritional security for the most vulnerable populations. The activities focus on the northern zone of Senegal (Matam, Podor and Louga regions), located in the Sudano-Sahelian zone, which concentrates the country's greatest climatic, economic and social vulnerabilities. This zone is indeed characterized by a high vulnerability to natural shocks measured through floods and drought (dry sequences) and by a strong seasonal and intra-seasonal variability of rains where, in addition to the shortening of the wintering period (July-September), rainfall breaks regularly alter the phenological development of crops. These climatic events result in low agricultural production. In fact, the departments of Podor and Matam Region are almost every year in food and nutritional insecurity.

ACH's action in Senegal focuses on the following activities:

The fight against malnutrition: through prevention, screening and support to care, these activities are carried out in close collaboration with the medical authorities and the CLM (Cellule de Lutte contre la Malnutrition). A research/action component is also developed to identify innovative approaches to nutrition.

Support for food and nutritional security: through projects to support the development of agriculture and livestock farming and the reduction of risks due to climate crises.

Strengthening livelihoods and supporting entrepreneurship: especially women and youth, in urban and rural areas.

Improvement of the health of the population (sexual and reproductive health of adolescents, psychosocial care of children SAM)

Health:

Action against Hunger is aware of the growing concern generated by COVID-19. Therefore, we recommend adopting the most effective prevention measures established by the WHO.

EU Aid Volunteers deployed within the organizations must commit themselves to apply prevention measures at all times. Volunteers will be covered by a health insurance during their deployments.

They will also receive a security briefing before their deployment and an in-country induction in which prevention measures and contingency plans regarding COVID-19 will be shared and specified according to how the pandemic situation evolves in each country.

Please take into account that the conditions of the deployment might change due to the effects of the COVID-19 pandemic. Mobility within the country might be restricted and working from home might also be frequent.

Security conditions

On the security front, despite a regional threat linked to the highly active African jihadist movement in regions of Mali, Niger, Burkina Faso and Mauritania, Senegal has not registered any serious threats for the moment. Nevertheless, vigilance is required and the measures in ACF's security plan evolve through the continuous analysis of the context. In our bases, the situation remains calm in the north at the Mauritanian border where operational bases projects are gathered. The security risk is considered moderately low, but the context remains under constant monitoring.

AAH values

We are an international non-governmental private organisation that is politically and religiously neutral and non-profit, which was established in 1979 in France to implement interventions worldwide. Our vocation is to fight against hunger, physical suffering and situations of distress that threaten the lives of men, women and children.

We uphold the Humanitarian Principles: Independence, Neutrality, Non-Discrimination, Free and direct access to people in need, professionalism and transparency.

More information is available here:

<https://www.accioncontraelhambre.org/en/our-principles>

TASKS

Objective 1: Support finance process and tool review and update

- Review all ongoing process and adapt the training material for admin staff and non-admin staff
- Create an induction Matrix for all new staff with useful tool , training materials

and person in charge

- Update the finance process and procedure tool according to HQ and Mission needs

Objective 2: Ensure Internal control

- Verify compliance with finance internal procedures throughout field visit and staff interviews
- Financial risk matrix update and follow up by monthly reports
- Partner finances including conducting spot checks, reviewing finance reports and site visits
- Compile all relevant partners information on a single file for each partner

Objective 3: Produce Financial reports

- Codifying new budget and Agresso specific parameters
- Collecting all financial report template and donor guidelines available on the Mission
- Participate in financial reporting process to donor

Objective 4: Communication and Awareness on EU Aid Volunteers Initiative

- Promote local volunteerism in disaster risk reduction, prevention and response;
- Train local volunteers on organization and implementation of volunteer-based activities, when applicable;
- Promote partnerships and collaboration between local and European organizations;
- Draft and publish articles describing volunteer's experience in the field;
- Gather audiovisual materials to be used in a public awareness activity in the volunteer's local community in Europe;
- In coordination with the NGOs partner of the project, organize and execute a public awareness activity once back in Europe.

Other

The EU Aid Volunteer shall perform other duties, as required

Apprenticeship:

No apprenticeship is foreseen for this position

Required competences:

Studies:

Master in Finance Management and Audit.

Languages:

- Fluent (C1) written and spoken French.
- Upper-intermediate (B2) written and spoken English
- Knowledge of Spanish is appreciated

Skills:

- Excellent analytical skills.
- Motivation to contribute to development and to serve others.
- Good communication and interpersonal skills.
- Strong Microsoft office skills, particularly Excel

Experiences:

- First experience and interest in working on financial and budgeting work

Required competences:

- Demonstrates an understanding of the system of humanitarian aid, development cooperation and NGO sector
- Communicates effectively with other members of the team and with others outside the team.
- Understands and accepts his or her role in the team and contributes positively and proactively to achieving the objectives of the team.
- Is committed to the tasks he or she is given and carries them out to the best of his or her ability.
- Able to work and adapt in different environments
- Able to work independently.

SELECTION CRITERIA

Applications are made directly within the sending organisation, please

check out the how to apply section.

Eligibility and exception criteria:

The candidate for EU Aid Volunteers must be a citizen of the EU or a third country national who is a long-term resident in an EU Member State, and must have a minimum age of 18 years.

Availability for the following activities:

- On site training starting around October 2020;
- On line pre-deployment induction
- Deployment starting from mid November 2020;

Minimum Requirements:

Action Against Hunger adheres to a policy of equal opportunities and accepts applications without discrimination against gender, race, colour, social origin, language, religious beliefs, political beliefs, age, disability, or sexual orientation.

CONDITION OF SERVICE

Learning Opportunities:

The EU Aid Volunteer will attend a 30-hours online training and a 9-12-days on-site training before her/his deployment.

The on-site training will have a standard part for all the candidates and some optional modules, decided according to the competences of the EU Aid Volunteer and the needs of the hosting organization.

The EU Aid Volunteer will have a Learning and Development Plan for the on-going assessment of her/his competences during the deployment.

Working and Living Conditions:

Hosting Organization:

The Hosting Organization for the present deployment is Action Against Hunger Senegal

Length of Deployment:

- 10 months

Deployment duty station:

- Dakar, with missions in the field

Conditions of service during deployment:

- A monthly Subsistence Lump Sum (€380,76 per month) intends to cover basic needs and local transport.

- In addition, for each month of deployment 100 euro of post deployment resettlement allowance are foreseen
- Accommodation, Visa fees, insurance and airfares will be covered directly by sending and/or hosting organization.
- The working calendar will be corresponding to the agenda and system established in the field.
- For each month of voluntary activity two days of rest are foreseen, in addition to public holidays. It is highly recommended not to use the rest days during the first and the last month of deployment.

Conditions related to on-site training:

- If a candidate volunteer is working outside of the EU, travel costs will be fully covered if EU citizens legally reside in a non-EU country for long-term or forever (i.e. who live in that country);
- EU citizens who are on a temporary assignment in a third country that lasts more than 18 months;

Please note that more than one candidate per position will attend the training, to create an additional pool to cover drop-outs and unforeseen needs.

SELECTION PROCESS

Shortlisting and Interviews:

To apply, the candidate shall fulfil the Application Form online, attach the CV, a Motivation Letter and the Self-Assessment Questionnaire.

- Submission of applications: from 29/07/2020 to 28/08/2020;
- Shortlisting and interviews of the candidates: from 31/08/2020 to 07/09/2020

In case of changes of the dates, the candidates will be notified.

Interview Process:

All the interviews will be done online. The interviews have the aim to explore both the competences and the motivations of the candidates;

The selected candidate/s for each vacancy will be notified by 07/09/2020 The date of the notification may vary according to the number of application received;

The selected candidate/s will attend an online and on-site training, which are part of the selection process;

PLEASE NOTE THAT MORE THAN ONE CANDIDATE PER POSITION WILL ATTEND THE TRAINING;

THE FINAL DECISION ABOUT THE CANDIDATE TO BE DEPLOYED WILL BE TAKEN BY THE HOSTING ORGANIZATION AFTER THE TRAINING.

Expected date decision on outcome:

07/09/2020

TIMETABLE

Date of training:

Training will take place in September/October 2020.

Apprenticeship Placement:

No apprenticeship is foreseen for this position

Pre-deployment preparation and induction:

The pre-deployment induction is a compulsory activity for all the EU Aid Volunteers. It is foreseen at AAH HQ in Madrid, before the departure. Two days of specific in-country induction are foreseen in Dakar at her/his arrival.

Deployment:

16/11/2020 - 15/09/2021

Post-deployment activities:

After the end of the deployment, the EU Aid Volunteer will have a final debriefing and will take part to the final activities of the project, that will be communicated during the pre-deployment induction.

Sectors:

- Food And Nutrition
- Health
- Livelihoods

Source URL:

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