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## UNITED NATIONS DEVELOPMENT PROGRAMME JOB DESCRIPTION

### I. Position Information

Job Title: Veterans' Reintegration Specialist	Grade Level: P4
Department: UNDP Ukraine	Duty Station: Kyiv, Ukraine
Reports to: Deputy Resident Representative	Type: Non-family
Position Status: Non-Rotational	Requested date of deployment: 1 May 2023
Job Family: Programme	Closing Date: 30 April 2024
	Duration and Type of Assignment: 1 year with possible extension

### II. Job Purpose and Organizational Context

The armed conflict in eastern Ukraine erupted in early 2014 following Russia's temporary occupation of Crimea, and further escalated in February 2022 caused by the military invasion of Ukraine by the Russian Federation.

The veterans' support reform was initiated in 2018, when the Ministry of Veterans' Affairs was established, as a part of the government of Ukraine. It is currently being further developed by the government. This reform is aimed at protecting the rights of military veterans as well as improving their social security, healthcare, psychological rehabilitation, social and professional adaptation while honouring their memory and promoting their public image.

The Law of Ukraine "On the status of war veterans, guarantees of their social protection" determined that war veterans are persons who took part in the defence of the Motherland or in hostilities on the territory of other states, including participants in hostilities and persons with disabilities as a result of the war.

Today, about 1.2 million persons in Ukraine have veteran status, including nearly 400 000 Anti-Terrorist Operation / Joint Forces Operation veterans, as well as the Heavenly Hundred Heroes and people injured during the Revolution of Dignity. In 2022, the Government of Ukraine developed a strategy of transition for veterans from military service into civilian life, which is planned to be adopted in 2023. The Strategy aims to focus on four key needs – economic independence, funds, housing, and medical services for the veterans.

Since 2014, UNDP has worked in the eastern Ukraine to enable local communities and citizens' interest groups to identify their own needs related to community security, and design, jointly with the local authorities, appropriate measures or policies, as well as advocate for the allocation of resources. UNDP started the work on veterans' reintegration at the end of 2019 and continued until 2022, with work at the community, oblast, and national levels. This became even more important in 2022 as, due to the ongoing full-scale war, the number of people in the defense forces of Ukraine grew significantly, and the number of veterans is consequently expected to grow.

UNDP's work on the reintegration of veterans is guided by the UN's Integrated Demobilization, Disarmament and Reintegration (DDR) Standards. UNDP works with communities where ex-combatants live, support receiving communities and civil society organizations and establish networks of veterans for peer-to-peer support. UNDP also assists in developing the capacity of local, regional and national actors. UNDP furthermore works with civil society organizations (CSOs) led by ex-combatants, or those that assist veterans and their families, through grant mechanisms for projects and initiatives to improve community security and to enhance conflict transformation at the community level. For a more evidence-based approach, UNDP as part of its area-based development initiatives, has commissioned assessments of veterans' community-based reintegration and medical (incl. psychological) rehabilitation systems. In addition, UNDP works on including ex-combatants in decision-making processes in the form of community-security working groups and advocacy groups. At the national level, UNDP supports digitalization of services for the veterans as well as rehabilitation of persons with disabilities due to injuries caused by war.

UNDP and the Government of Sweden, through the Folke Bernadotte Academy, have established cooperation around veterans' reintegration through several dedicated capacity development interventions for the national and local



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counterparts, and would like to expand this cooperation in support of the implementation of the veteran affairs' policy of the Government of Ukraine.

In this context, UNDP is recruiting a Veterans' Reintegration Specialist with relevant experience and track record. The incumbent will be part of the Democratic Governance Team of UNDP and will work in close collaboration with the Inclusive Development, Recovery and Peace Building Programme with day-to-day coordination with the Team Leader for the United Nations Recovery and Peacebuilding Program (RPP) Community Security and Social Cohesion team. S/he will work under the direct supervision of the Deputy Resident Representative and day-to-day guidance of the Programme Specialist, Democratic Governance Team Leader, in coordination with the Team Leader of the United Nations Recovery and Peacebuilding Program (RPP) Community Security and Social Cohesion team. S/he will provide substantive advisory services to the Country Office (CO) Senior Management Team in the subject area of veterans' reintegration and contribute to the further development of UNDP programming in the area. S/he will also contribute to integrating work on veterans' reintegration and DDR into the programme implementation of UNDP's Resilience Building and Recovery Framework in efficient coordination with all programme units.

The incumbent will promote UNDP's mandate as a gender-responsive organization with zero tolerance to any kind of discriminatory and abusive behaviour, including sexual harassment, sexual exploitation and abuse.

### III. Duties and Responsibilities

#### Summary of Key Functions

- Policy advice and support to policy development for veterans' reintegration and other DDR aspects as needed
- Programmatic support on promoting veterans' reintegration as a part of resilience building and recovery
- Partnerships, representation and advocacy
- Knowledge management

1. Policy advice and support to policy development for veterans' reintegration and other DDR aspects as needed focusing on the following results:

- Under the guidance of Democratic Governance Team Leader, and with the day-to-day coordination with the Team Leader for the United Nations Recovery and Peacebuilding Program (RPP) Community Security and Social Cohesion team, integrate the existing and planned work enabling veterans' reintegration at national and subnational level into a coherent policy and programming framework. In addition, provide thematic technical expertise and advisory services to the implementation of the ongoing projects and programmes across the clusters, building on examples and lessons learned from regional and global experiences within and outside UNDP; support the familiarization of key UNDP programme/project staff with the consolidated framework to ensure coherent implementation of UNDP's vision on DDR.
- Advise national, regional and international stakeholders on reintegration strategies, taking into account the country context, existing national and international capacities and good practices and lessons learned from other contexts; in particular support the analysis and operationalization of the recommendations contained in the report "Review of international practice in the reintegration of veterans: Considerations for Ukraine in the war and post-war context" commissioned by UNDP in 2022.
- Identify and establish UNDP's role and comparative advantage, vis-à-vis local and international actors engaged in veteran reintegration and DDR in Ukraine in supporting reintegration efforts of national stakeholders and ensure that UNDP's expertise and comparative advantages are effectively harnessed.
- Support the establishment of an inclusive and representative institutional and legal framework for veteran reintegration, which will provide the overall political coordination and policy direction in Ukraine
- Build synergies and ensure coherence of all UNDP interventions aimed at veterans' affairs to achieve consolidated policy and programming on reintegration efforts, in line with Integrated Demobilization, Disarmament and Reintegration Standards.
- Provide assessment, mapping, and advise on synergies between veterans' reintegration and demobilization and disarmament, including integrating small arms and light weapons (SALW) control into disarmament and reintegration processes.
- Identify and advise UNDP on gaps and opportunities in veteran reintegration and DDR in Ukraine.



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- Provide quality assurance to ensure UNDP's programming is in alignment with relevant global development policies, norms and standards of DDR.
- Foster conflict sensitivity and the principles of Do No Harm in the intersections
- Ensure inclusion of youth and gender-specific activities and mainstreaming of gender equality into veteran reintegration programming, promote a safe and enabling environment free of any kind of discrimination and abusive behavior, and use gender-responsive communications principles in line with the UNDP corporate standards.

### 2. Programmatic support on promoting the veteran's reintegration and DDR as a part of resilience building and recovery

- Provide technical expertise during the revision and design stage for programme interventions, and coordinate efforts on veteran integration.
- Analyse the ongoing work of UNDP Ukraine, Government of Ukraine and other counterparts to identify reintegration gaps, challenges, needs (services, policy development, capacities, etc.) and opportunities during the war and after the end of the war and, as needed, those related to demobilization and disarmament.
- Input into the livelihoods and recovery programmes to ensure inclusion of youth, women and men veterans in UNDP's (early) recovery efforts);
- Provide support in designing capacity development packages for local, regional and national actors, in consultation with UNDP's programme staff and regional UNDP teams as appropriate, leveraging on the existing global and local partnership between UNDP and FBA.
- In close collaboration with the Inclusive Development, Recovery and Peace Building Programme, and other units, undertake preparations implementation of pilot projects where appropriate, including the identification of geographical areas for pilot programmes, selection of implementation partners, and all the necessary work to preposition human and material resources necessary for implementation.
- Support the development of a framework to guide community-based reintegration in pilot communities in coordination with active community mobilization and empowerment platforms.
- Organize capacity building activities for relevant staff in the UNDP Ukraine programme/project teams on DDR and veterans' reintegration, with a special emphasis on community-led reintegration processes. May include principles and frameworks governing effective reintegration programming, key international best practices and lessons learned relevant to the country's needs and goals, and key elements of the Durable Solutions offer for Ukraine.

### 3. Partnerships, representation and advocacy

- Generate ideas for advocacy and communication efforts for UNDP and its partners in establishing networks and lead in establishing the mechanisms and partnerships to disseminate the shared vision.
- Build, manage, and expand relationships with the organizations of UN family, international development partners, national think tanks, and the policy infrastructure (the Ministry of Veterans Ukraine, Ministry of Health of Ukraine, Ministry of Social Policy of Ukraine and other relevant ministries and institutions), its structural units, veteran civil society organizations, to support the implementation of project activities, respond to any potential challenges.
- Build close relationships with the authorities at national and subnational levels to implement conflict-sensitive communication strategies, public awareness approaches, and explore establishment of roadmaps and/or national action plans in support of veterans' reintegration and other DDR aspects as needed.
- Support the development of public information and strategic communication strategy in support of veteran reintegration, following consultations with government stakeholders.
- Advise as appropriate on the organization of national and subnational level events in support of veteran-led initiatives and civil society groups.
- Contribute to regional and global UN and UNDP initiatives which promote veteran reintegration and DDR processes and lessons learned from promising practices; explore opportunities for sub-regional or regional knowledge sharing and collaboration on projects and activities within UNDP, and for advocating for the results achieved in Ukraine in regional and global fora.
- Liaise with donors and support undertaking all necessary preparations for submission of UNDP DDR and community-led veteran reintegration projects and/or the national DDR programme to funding.



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### 4. Knowledge management

- Develop a knowledge management plan to capture examples, lessons and good practices in all aspects of UNDP's programming for veteran affairs.
- Conduct monitoring, research and information/data assessment to analyze the challenges, needs and priorities.
- Facilitate production of the analytical papers, reports, opinions on topics of significance for veteran reintegration including but not limited to governance, veteran reintegration, demobilization, and disarmament and small arms and light weapons control.
- Collect, distill and compile consolidated activity reports based on the monitoring activities by various UNDP supported groups and document best practices based on the information collected from the beneficiaries;
- Contribute to development and implementation of a strategy on effective communication, promotion, visibility, dissemination of findings and lessons learned at the local and national levels (e.g. analytical reports, expert write-ups, newsletters, recommendations) to wider in-country and international community on the situation for veterans in Ukraine.
- Explore opportunities for sub-regional or regional collaboration around knowledge sharing.
- Perform any other functions and responsibilities that may be assigned by the UNDP management. The Staff Member are expected to be linked and contribute to the work of UNDP in all practice areas; and, as appropriate in UNDP, may be assigned to other practice or sub-practice portfolios.

IV. Competencies and Selection Criteria	Description of Competency at Level Required (For more comprehensive descriptions please see the competency inventory)
<b>Core</b>	
<b>Innovation</b> <i>Ability to make new and useful ideas work</i>	Level 5: Creates new and relevant ideas and leads others to implement them
<b>Leadership</b> <i>Ability to persuade others to follow</i>	Level 5: Plans and acts transparently, actively works to remove barriers
<b>People Management</b> <i>Ability to improve performance and satisfaction</i>	Level 5: Models high professional standards and motivates excellence in others
<b>Communication and Relationship Management</b> <i>Ability to listen, adapt, persuade and transform</i>	Level 5: Gains trust of peers, partners, clients by presenting complex concepts in practical terms to others
<b>Delivery</b> <i>Ability to get things done while exercising good judgement</i>	Level 5: Critically assesses value and relevance of existing policy / practice and contributes to enhanced delivery of products, services, and innovative solutions
<b>Technical/Functional</b>	Detailed list of competencies can be accessed through <a href="https://intranet.undp.org/unit/ohr/competency-framework/SitePages/Home.aspx">https://intranet.undp.org/unit/ohr/competency-framework/SitePages/Home.aspx</a> and hiring managers are encouraged to familiarize themselves for more information
<i>Ability to translate expertise in and the</i>	Level 5: Originate: Catalyzes new ideas, methods, and applications to pave a path for innovation and continuous improvement in professional area of expertise



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<i>principles of Integrated Demobilization, Disarmament and Reintegration Standards into project activities and corporate strategy</i>	
<b>Project Management</b> <i>Ability to plan, organize, and control resources, procedures and protocols to achieve specific goals</i>	Level 5: Originate: Catalyzes new ideas, methods, and applications to pave a path for innovation and continuous improvement in professional area of expertise
<b>Partnerships</b> <i>Ability to engage with other agencies, officials and forge productive working relationships</i>	Level 5: Originate: Catalyzes new ideas, methods, and applications to pave a path for innovation and continuous improvement in professional area of expertise
<b>Advocacy and representation</b> <i>Ability to productively share UNDP knowledge and activities (at UN and other venues); ability to formulate and disseminate key advocacy messages</i>	Level 5: Originate: Catalyzes new ideas, methods, and applications to pave a path for innovation and continuous improvement in professional area of expertise
<b>Knowledge Management</b> <i>Ability to capture, develop, share and effectively use information and knowledge</i>	Level 5: Originate: Catalyzes new ideas, methods, and applications to pave a path for innovation and continuous improvement in professional area of expertise
<b>Conflict Sensitivity and Gender Mainstreaming</b> <i>Knowledge of principles of do no harm, mitigation of conflict dynamics and gender issues and the ability to apply to strategic and/or practical situations, including analysis and implementation of projects from a conflict sensitive and gender perspective</i>	Level 5: Originate: Catalyzes new ideas, methods, and applications to pave a path for innovation and continuous improvement in professional area of expertise

### V. Recruitment Qualifications

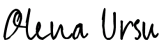


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Education:	Master's degree or equivalent in international relations, peace and security, social sciences, education or related field. Bachelor's degree with an additional 2 years of relevant experience may be accepted in lieu of Master's degree.
Experience:	<ul style="list-style-type: none"> <li>• A minimum of five (5) years with Master's degree or seven (7) years with Bachelor's degree of progressively responsible experience in security policy, peacebuilding, recovery and reconciliation, demobilization, disarmament, reintegration, or related area.</li> <li>• Substantive and technical expertise in all aspects of DDR programming within broader recovery frameworks, including assessments and planning is essential.</li> <li>• Proven experience in designing and/or supporting the implementation of community-led veteran reintegration efforts would be a strong asset.</li> <li>• Demonstrated experience presenting and advocating for ideas with a range of stakeholders including veterans, donors, civil society and government officials.</li> <li>• Relevant experience with youth inclusive programming would be an asset.</li> <li>• Experience in the usage of computers and office software packages and advanced knowledge of web-based management systems.</li> <li>• Relevant research experience in strategic policy and development issues, with focus on evidence-based policy analysis, advisory services and communication would be an asset.</li> <li>• Knowledge of UNDP rules and procedures an asset.</li> </ul>
Language Requirements:	Fluency in spoken and written English. Knowledge of Ukrainian or Russian would be an asset.

This TOR is approved by : Ms. Olena Ursu, Programme Specialist, Democratic Governance (Team Leader)

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