

國合會「海外服務工作團」招募專案志工 赴索羅門 Weathercoast 執行衛生計畫

你曾經看著地圖想像某天能去世界的另一端嗎？

你想體驗與台灣截然不同的生活步調與環境嗎？

你曾想過要對世界另一個角落的人發揮影響力嗎？

現在就行動吧！跟著我們展開一趟不一樣的人生之旅

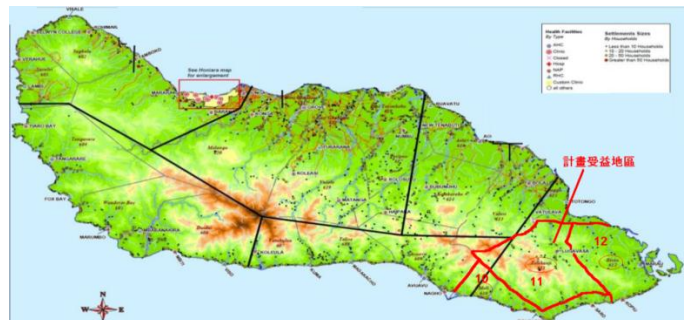
走向真實的世界，走出精采的人生！世界，在這裡等你

● 專案說明

2014年4月位於南太平洋的索羅門群島遭逢該國有史以來最嚴重的暴雨侵襲，大水沖毀橋梁及公共建設，災後當地爆發痢疾，偏鄉居民遭受供水系統損壞無水可用的窘境，同時得應付高於平時七倍之痢疾疫情，疲於奔命。財團法人國際合作發展基金會（國合會）與世界展望會於2014年12月至2016年5月合作執行「索羅門洪災衛生計畫」，協助索羅門瓜達康納爾群島衛澤寇斯特地區災民重建供水系統，並提供衛生教育，預防未來再次爆發公衛危機。

本專案志工將協助推動「索羅門洪災衛生計畫」，深入偏鄉投身當地社區提供衛教訓練，前往瓜達康納島東南部服務，當地海水澄澈沙灘雪白，環境自然原始，志工將與當地社區居民一同生活，體驗不同風俗民情。同時能與國際間主要 NGO 世界展望會一同工作，有機會參與世界展望會所舉辦國際級之各項訓練與模擬。

現在你有機會代表國合會加入這項計畫擔任志工，為臺灣宣揚國際人道援助精神，為太平洋另一端的朋友奉獻一點力量。



- 預定甄選人數： 2 人（擇優錄取，因成績未達標準而無法滿額則從缺）。
- 預定派遣地區：索羅門群島 Weathercoast 地區。
- 預訂派遣期間：2015 年 5 月至 2015 年 10 月。（服務期間可彈性選擇為 3 或 6 個月）
- 工作內容：本專案志工將與索羅門世界展望會一同工作，使用語言為英文，志工須具備英文溝通能力。屆時將協助工作團隊在 12 個社區推動衛生訓練，例如用水安全、環境清潔及個人衛生教育等。
- 福利：本會將提供為期一週之派遣前訓練、赴離任經濟艙來回機票一張、每月生活津貼、每三週可自計畫據點返回首都一週之交通與住宿、以及海外醫療及緊急救難保險。
- 工作環境：本計畫之志工將派駐在索羅門世界展望會 Weathercoast 辦公室，派駐地點並無我方人員，將與國際團隊一同工作，服務時需以英語與團隊成員及服務對象溝通。當地因基礎建設不佳，僅有基礎醫療服務，有瘧疾案例。此外水、電有限，有手機通訊及網路(僅限辦公室)，服務期間將居住於當地木造民宅中。當地飲食選擇有限，以根莖類植物為主食，搭配海鮮為主。
- 報名時間： 即日起至 4 月 15 日止。
- 報名資格：
 1. 具有中華民國國籍，年滿 20 歲之**男性**（需役畢或免役）
 2. 國際發展、政治科學/國際關係、經濟、社會學、公共衛生相關科系畢業
 3. 具緊急援助工作經驗者優先考慮
 4. 英文聽說讀寫能力優良
 5. 能獨立自主並在壓力環境下工作者
 6. 其他要求請詳見附件之工作規範書
- 審核標準：符合基本及專業資格要求並通過書面審查者得參與面試，面試(含外語口試)分數需達 70 分以上者，擇優錄取。

- 報名方式：線上報名（請至本會海外志工入口網報名
http://web.icdf.org.tw/ICDF_VOLUNTEERS/PubVT)

報名所需資料如下：

1. 海外服務工作團報名表
 2. 英文履歷
 3. 中、英文自傳
 4. 身分證正反面影本
 5. 有效期限1年以上之護照資料頁影本
 6. 檢附退伍令或免役證明影本
 7. 最高學歷畢業證書影本
 8. 報名截止日前二年內之英文檢定成績證明（倘無英文檢定證明可參與國合會所舉辦之英文筆試）
 9. 工作/志願服務經驗相關證明文件影本(如有)
- 審查流程：志工招募分兩階段，第一階段為書面審查，通過書面審查者將再行通知面試。

註：本會保留變動作業之權利，聯絡電話：(02) 2873-2323 分機 311 劉玲君小姐

附件工作規範書

Terms of Reference for Health Technical Officer (Volunteer)

The deployment of the Health Technical Officer is contingent upon successful completion of all WV paperwork and the Specialist must agree to all overall organizational standards and policies including WV's Child Protection Policy. The deployment is also contingent upon approval by the Response Manager and the Country Director.

JOB DESCRIPTION

<p>Position Title: Health Technical Officer</p>	<p>JOB GRADE: Volunteer (International travel, medical insurance, and living allowance covered by Taiwan ICDF)</p>
<p>Country : World Vision Solomon Islands Department: Operations Department</p>	<p>Date Prepared/Updated/Version: 23 September 2014</p>
<p>Reporting Relationship:</p> <p>Reports To:</p> <p>The Position:</p> <p>Direct Reports:</p>	<pre> graph TD OM[Operations Manger] --- RM[Response Manager] RM --- HTO[Health Technical Officer] </pre>

I. POSITION PURPOSE/JOB MISSION

Under the direction of the Response Manager, the Health Technical Officer will work as part of the Weathercoast Health and Hygiene Project Team within the Operations Department. The Health Technical Officer will provide technical inputs into the implementation of health and hygiene activities for the project, and will be responsible for field monitoring and providing timely reporting on the implementation of the activities.

II. POSITION GOALS AND OBJECTIVES (Generic Performance Measures)

- A. Provides expertise and support to the Project Coordinator to ensure the health and hygiene activities are fully implemented based on relevant standards, and in coordination with the Ministry of Health and Medical Services
- B. Accomplishes field monitoring and support, and reporting on progress and addressing challenges in the field implementation in coordination with the Area Manager and Project Coordinator.

III. MAJOR RESPONSIBILITIES (BASED ON GOALS AND OBJECTIVES)

- In collaboration with Project Coordinator, prepare and review budgets in relation to health and hygiene activities, and support planning of field implementation.
- In collaboration with the Health Sector Lead of WVSI, provide technical inputs (such as review and input into health promotion activities and implementation of best practice maternal, child and new born care) into the health and hygiene training material and the IEC materials.
- Monitor the health and hygiene implementation of activities to ensure progress achieved, contributing to the overall goals and objectives.
- Contribute to monthly, annual and end-of-project narrative reports as required by the donor.
- Ensure that health and hygiene implementation is in line with the relevant international and Ministry of Health and Medical Services standards.
- Contribute to providing project updates as needed to WV Taiwan, the Response Manager, the donor and partners.
- Assist the Area Manager and Project Coordinator in networking with project partners and local donor delegations.
- Assist the Area Manager and Operations Department with development of a proposal on Maternal Child Health and Nutrition.

IV. EDUCATION/EXPERIENCE/EXPERTISE REQUIREMENTS

The following competency may be acquired through a combination of personal commitment, formal schooling, education, prior experience:

REQUIRED:

- Degree or equivalent in relevant fields of study such as Public Health, International Development, Political Science/International Relations, Economics, Sociology, or other related field.
- Self starter who can work independently under pressure.
- 3 years experience in emergency response health and hygiene programming
- Previous experience in humanitarian emergencies
- Familiarity with major humanitarian codes, principles and practice.
- Working Knowledge in English.

PREFERRED:

- Ability to work with a reasonably level of comfort in high tension and high security risk situations.
- Ability to maintain performance expectations in diverse cultural contexts psychologically stressful environs and physical hardships.
- Understands work from a process point of view and uses measurement and accountability systems effectively.
- Excellent time-management and prioritization.
- Demonstrates openness and transparency

V. CORE CAPABILITIES/FUNCTIONAL COMPETENCIES

A. CORE CAPABILITIES (INDIVIDUAL LEVEL)

Although all 13 capabilities are essential for effective work in a World Vision context, there will be some capabilities that will be more critical for this position

1. **Achieves quality results-** This capability is about keeping the end in mind and getting things done to ensure the quality

of the programs or activity. It involves being proactive and taking personal responsibility for action. It means that customers are satisfied, work has the desired impact and staff demonstrates a desire to achieve excellence.

2. **Practices accountability and integrity** – This ability is about exercising stewardship of resources and demonstrating trustworthiness. It means being consistent between the actions we take and the words we use. It means adhering to standards of service and honouring them in a professional way..
 - Demonstrates personal integrity and trustworthiness
 - Pursues thoroughness and appropriate detail
 - Evaluates personal performance against agreed standards
 - Sets high standards and monitors division/department compliance as well as within different divisions/groups
 - Ensures compliance (or consequences for non-compliance) of all staff under his/her leadership to WV when working with all human, financial, capital and technical resources.
3. **Communicates information effectively** – This capability is about managing the communication of ideas, requests and information to others. It involves openness, listening, reflection, feedback and includes non-verbal and written channels. The emphasis is also on maintaining positive relationships.
 - Maintains positive relationships through open, effective communication
 - Facilitates appropriate information flow to management and amongst staff in a timely and effective manner
 - Communicates clearly verbally and in writing to all stakeholders
 - Demonstrates excellent group and meeting facilitation skills
4. **Thinks clearly, deeply and broadly** – This capability is about thinking through what is important to the role, tasks or issue at hand. It involves analytical, conceptual, and critical thinking in order to bring greater clarity. It helps people see underlying assumptions and make sense out of ambiguous information.
 - Sees relationship between cause, effects and big picture
 - Breaks down complex information into simple language
 - Identifies critical issues facing the team or work group and the organization
 - Stays alert to trends and responds appropriately
 - Ensures that effort is focused on priority areas
 - Coordinates team participation in long and short term planning processes
5. **Understands the Humanitarian Industry**- This capability is about knowing the general sectors of the industry, including relief, development, advocacy and marketing. It also includes knowing the key stakeholders (Major NGOs and donors) plus issues impacting operations, including political, ethical and logistical.
 - Develops links with NGOs, government agencies, donors and partners
 - Participates in interagency fora
 - Reviews divisional and organizational performance against industry standards and benchmarks
 - Actively maintains current industry knowledge and identifies cross-sectoral trends and changes in the humanitarian industry.
6. **Understands World Vision’s mission and operations** – This capability is about a holistic understanding and personal commitment to World Vision’s child focused vision, mission and core values. It includes being able to articulate the strategic directions, ethos and financial foundations as well as describing the core business areas.
 - Understands fundraising, relief, development and advocacy issues including operational consequences in relation to WV mission and operations
 - Represents World Vision as a child-focused organization
 - Puts personal work into the wider WV context
 - Aligns departmental goals with vision, mission, strategy
 - Clearly articulates WV history and core business areas.
7. **Practices innovation and change** - This capability is about proactively seeking new ideas, processes and solutions to achieve organizational and personal objectives. It involves solving immediate problems while taking the initiative to bring change and make improvements within areas of responsibility and also means expressing creativity in work.
 - Invests in continuous improvement to work and quality
 - Maintains awareness of other agencies’ innovations and experiences through formal and informal networks.
 - Develops own ability to design and lead change processes
 - Supports and participates in continuous improvement processes
8. **Demonstrates Christ-centered life and work (preferred capability)** – This capability includes living out a positive and compassionate approach to witness and service as a follower of Jesus Christ. This includes seeking to develop spiritual maturity and supporting corporate spirituality
 - Links personal mission and work to spirituality
 - Communicates sense of calling for ministry and leadership
 - Deepens spiritual maturity through prayer and study
 - Attends and has some involvement in a local church

- Models biblical ethics and principles in actions and lifestyle
 - Interacts sensitively and constructively with people from a range of Christian traditions and with people of other faiths and belief systems
 - Encourages spiritual growth of staff
9. **Learns for growth and development** – This capability is about seeking out personal and professional excellence as well as supporting the development of others. It puts a high priority on seeking learning opportunities, learning from experience and investing in development resources and activities.
- Seeks personal mastery in required areas of expertise
 - Demonstrates awareness of own strengths and weaknesses and seeks appropriate support
 - Manages others to take responsibility for their actions
 - Encourages staff to seek high levels of performance
 - Provides coaching to staff
10. **Maintains work/life balance and effectiveness** – This capability is about prioritizing a wide range of personal and organizational responsibilities and demands. It involves the flexibility, resilience and assertiveness to hold commitments in balance and in perspective as well as maintaining self control under pressure.
- Maintains balance in work, life and relationships (especially family and friendship relationship and support networks)
 - Prioritizes many demands without losing focus
 - Provides senior management with accurate and timely information on staff capacity, workload and pressures
 - Encourages staff to balance work, family and community commitments
11. **Builds collaborative relationships** – This capability is about recognizing each person's gifts and talents, building positive genuine relationships, fostering networks and actively participating in effective work teams. It includes both internal and external relationships and adapting a 'team approach' to work.
- Inspires respect and loyalty from others
 - Treats others with honor and respect
 - Builds and maintains strong relationships with team members, manager, peers and other colleagues
 - Encourages cooperation within the team
 - Develops networks within and outside the organization
12. **Practices gender and cultural diversity** – This capability is about interacting, communicating and working sensitively with people of the opposite gender and from other cultures, ethnic backgrounds, races, ability sets, religious, geographical origins or social groups. It means understanding, embracing and celebrating those differences.
- Respects and is sensitive to different groups
 - Adapts personal style to new environment and cultures
 - Expresses own beliefs in culturally appropriate manner
 - Models global thinking and local action
13. **Influences individuals and groups** - This capability is about being able to formally and informally assert opinions, influence others, building bridges between dissenting views and attract people toward a shared understanding. It means influence and advocacy that causes others to willingly alter their perspectives.
- Seeks to understand perspectives and respect differing perspectives and viewpoints
 - Interprets complex information and explains it simply to a range of stakeholders
 - Builds bridges between dissenting parties, including reframing different perspectives and finding shared values and priorities

B. FUNCTIONAL COMPETENCIES

Demonstrates knowledge, skills and abilities in performing functions required for the job as follows:

1. **TECHNICAL CONSULTANT** - The ability to advise and input into health and hygiene standards to defined stakeholders.
 - Knowledge of operations, including:
 - Understanding of relief programs and projects
 - Knowledge in disaster relief, including:
 - Knowledge of various academic approaches to relief (ex., economics, social theory, etc.) /and theoretical frameworks that seek to explain change over time
 - Understanding of humanitarian industry
2. **CAPACITY BUILDER** – the ability to transfer skills, technology, and knowledge to target staff and defined partners.
 - Presentation/training skills, including the design and facilitation of short- and long-term training programs
 - General ability to transfer technical working knowledge to key staff, including the Response Manager, the Area Manager, the Project Coordinator and Community Facilitators



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3. PROJECT PERFORMANCE ANALYSIS – the ability to analyze performance gaps and success factors, and make recommendations to achieve the project’s overall goal and objectives.
4. OTHERS
 - Willingness and ability to multi-task

Name of Incumbent:	Reviewed and Approved by:
Accepted /Date :	Date: