

Work assignment overview	Deliverables/Outputs	Delivery deadline <sup>1</sup>
<p>Managing the involvement of volunteers focusing on the most vulnerable adolescents and youth in UNICEF activities/interventions design, planning, implementation across programs, ; coordination of timely logistics, feedback, communication and M&amp;E activities</p>	<p>Implementation of 3-hour programme activity with engagement of minimum 3-4 volunteers in managing the activity</p> <p><i>Planned at least 3 activities per month</i></p>	<p>With the completion of 2 activities by 30 December 2024; 6 activities by 28 February 2025; 6 activities by 20 April 2025; 6 activities by 20 June 2025; 6 activities by 20 August 2025; 10 activities by 20 November 2025;</p>
<p>Adapting the global UNICEF Volunteer Code of Conduct</p>	<p>UNICEF Volunteer Code of Conduct adapted to Belarus Country Office</p>	<p>January 2025</p>
<p>Coordination, planning and preparation of End-of-the-year appreciation event for UV</p>	<p>Design the event, develop its program</p>	<p>November 2025</p>
<p>Supervision of information volunteering and facilitating the dissemination of information about UNICEF programs/comms/ activities through social networks and media</p>	<p>Supervision of information dissemination and placement of posts in social media developed by volunteers</p> <p><i>Planned at least 3 posts per month</i></p>	<p>With the completion of 2 activities by 30 December 2024; 6 activities by 28 February 2025; 6 activities by 20 April 2025; 6 activities by 20 June 2025; 6 activities by 20 August 2025; 10 activities by 20 November 2025;</p>
<p>Coordination of collecting feedback to programme activities/interventions (Child Protection, Early Childhood Development, Social Policy, Youth and Adolescents Development) as well as M&amp;E, Communication and Partnership, incl. feedback to online UNICEF resources</p>	<p>Coordination of 7-10 volunteers engagement in feedback provision to UNICEF materials/resources</p> <p><i>Planned at least 1 activity per month</i></p>	<p>With the completion of 1 activity by 30 December 2024; 2 activities by 28 February 2025; 2 activities by 20 April 2025; 2 activities by 20 June 2025;</p>

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<sup>1</sup> All payments are conducted upon submission and approval by supervisor of the delivery certification form.

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		2 activities by 20 August 2025; 3 activities by 20 November 2025;
Organizing monthly meetings with sections to update plans, followed by meetings with volunteers to collect feedback, analyze insights, aiming to foster open communication, enhance volunteer engagement, and address concerns or suggestions effectively.	Ongoing monthly commitments to maintain consistent engagement with volunteers and drive continuous improvement based on their feedback.  <i>Planned at least 1 activity per month</i>	With the completion of 1 activity by 30 December 2024; 2 activities by 28 February 2025; 2 activities by 20 April 2025; 2 activities by 20 June 2025; 2 activities by 20 August 2025; 3 activities by 20 November 2025;
Facilitate volunteer participation in UNICEF fundraising activities by providing support in information dissemination of the fundraising priorities and modalities in UNICEF Belarus and on a global scale during the implementation of UNICEF activities/interventions implementation	Organization of 2-3 volunteers to participate in fundraising activity	With the completion of 3 activities by 28 February 2025; 2 activities by 20 April 2025; 2 activities by 20 June 2025; 2 activities by 20 August 2025; 3 activities by 20 November 2025;
Coordination of the engagement of UNICEF volunteers in peer-to-peer training sessions offline or online, including at least 1 in each regional city with involvement of non-volunteers to expand volunteering network in the regions	Implementation of 3-hour training activity for the most vulnerable adolescents and youth with the involvement of minimum 2-3 volunteers in managing the activity  <i>Planned at least 2 activity per month</i>  <i>Reaching out and involving more than 80 adolescents and youth by November 2025</i>	With the completion of 5 activities by 28 February 2025; 4 activities by 20 April 2025; 5 activities by 20 June 2025; 4 activities by 20 August 2025; 6 activities by 20 November 2025;
Organization of peer trainings for children from vulnerable groups on leadership, eco-friendly	Implementation of 2-hour volunteer/ training activity	With the completion of

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behaviour, bullying prevention/cybersafety, HLS and engagement them in volunteering events at UNICEF in partnership with the Belarusian Association for helping children and young people with disabilities (ОО «БелАПДИиМИ»), BelAU, World without borders	with the involvement of CWD  <i>Planned at least 1 activity per 2 month</i>	2 activities by 20 March 2025; 2 activities by 20 June 2025; 2 activities by 16 November 2025;
Enhancing the green skills development and environmental awareness among UNICEF volunteers	Organization of 3 regional plogging-races with engagement of UNICEF volunteers	2 plogging-races by 1 June 2025 1 plogging-race by 20 November 2025
Engagement of UNICEF volunteers in sport for development activities such as Pershy Rovar, “Papa, Mama, Ya – football family”, Half marathon, football games, etc. focusing on the most vulnerable and marginalized children and adolescents in coordination with sport organizations	Management of at least 4-6 volunteers engaged in 4-6-hour event, with wide information dissemination to children, adolescents and parents	By 01 December 2025
Design, planning, implementation and monitoring training activities online and offline to enhance the knowledge and skills development of adolescents and young people on volunteering in UNICEF. This includes volunteer skills development focusing on universal skills and addressing the issues of inclusion, diversity and gender in volunteer activities implementation	Management of at least 12 volunteers engagement in 3-4-hour training online or offline activity	With the completion of 3 activities by 20 March 2025; 2 activities by 20 August 2025; 2 activities by 20 November 2025;
Coordinating emerged or ad-hoc programme, operations, M&E or communication activities/interventions in agreement with the supervisor with the proper planning, documentation and reporting	At least one 2-hour activity with the engagement of 2-3 volunteers in managing the activity	With the completion of 7 activities by 20 April 2025; 6 activities by 20 August 2025; 7 activities by 20 November 2025;