

PIMS CODE: 10531768

Power Distribution Technician Trainer

Ebeye, Marshall Islands

This assignment is part of the Australian Volunteers for International Development program, an Australian Government, AusAID initiative.

AVI has negotiated this assignment in good faith with the Host Organisation, and the information contained was correct at the time of acceptance of the request for an Australian Volunteer. However, while AVI takes responsibility for matters under our direct control, all assignments and arrangements are subject to change due to the inherent low levels of predictability in developing country environments. This assignment may be amended or withdrawn to reflect changes in circumstances.

HOST ORGANISATION DETAILS

ORGANISATION:	KAJUR- Kwajalein Atoll Joint Utility Resources
WEB ADDRESS:	n/a

ORGANISATION PURPOSE, HISTORY AND ACTIVITIES

ORGANISATIONAL CONTEXT:	KAJUR's mission is to improve the quality of life for the residents of Ebeye by providing affordable and reliable electric, water and sewer services. KAJUR is Ebeye's only utility provider and is responsible for the island community of 11,000 people.
HISTORY:	KAJUR was initially chartered as a corporate entity in September 1990 under the Kwajalein Atoll Development Authority (KADA). When KADA dissolved a few years later, the American Samoa Power Association took over the management contract. That contract expired in 2005, and KAJUR is now housed under the Marshall's Energy Company (MEC) run out of Majuro.
MAIN ACTIVITIES:	Power generation and distribution. Fresh Water Generation and Distribution. Sewer System Management and Maintenance.
SIZE OF ORGANISATION:	There are 70 staff members, all of whom are local hires.

ASSIGNMENT DETAILS

CONTEXT AND PURPOSE OF ROLE:	KAJUR lacks the necessary resources to train the local staff in maintenance and operations. Both the water and energy plants need constant maintenance that the staff is unable to provide, which has resulted in the breakdown of the water system. A volunteer who is able to work with the equipment can train the staff in operating and maintaining the electrical systems, thereby avoiding shutdowns of equipment and needing to wait for help to come in from the outside- a costly and time consuming process.
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	ALIGNMENT WITH COUNTRY STRATEGY: The Partnership for Development Agreement in the RMI places a priority on affordable, accessible and sustainable energy. Monitoring and maintenance of the energy systems is central to achieving this outcome, and this can well be done by placing a volunteer in the energy sector with the knowledge who can pass the necessary skills on to the local staff, while creating a system of standard operating procedures for KAJUR.
ASSIGNMENT OBJECTIVE/S:	<ol style="list-style-type: none"> 1. Conduct hands-on training of staff for operations and maintenance of the electric facilities. 2. Establish standard operating procedures and policies for operations and maintenance of electric facilities, as well as establishing an Asset Management System.

WORKING RELATIONSHIPS	
LINE MANAGER:	General Manager
STAFF SUPERVISION:	No direct supervision, although the volunteer may act as a mentor to a select number of staff.
OTHER STAFF:	Work is with the local staff.

DUTIES AND RESPONSIBILITIES OF THE VOLUNTEER	
<p>Volunteers complete a work-plan in the first three months of their assignment, in consultation with their line-manager and relevant stake-holders. The duties listed below are an indication of the type of work that may be involved in meeting the Assignment Objectives</p> <ul style="list-style-type: none"> ▪ Establish asset management system, including creating asset lists, develop maintenance schedule for each, identify critical spare parts and minimum stock, and monthly inventory check. ▪ Conduct trainings with staff on operations and maintenance of equipment. ▪ Improve transformer utilization and maintenance plan. ▪ Identify all critical procedures. ▪ Write, trial and establish SOPs- to be compiled into a Policies and Procedures Handbook. 	

START DATE:	<p>Start: Within 4 to 6 months of the close of applications.</p> <p>There are approximately 4 group start dates into each country each year. New volunteers will arrive as a group, be met by the Country manager and participate in important compulsory in-country orientation, including security training and cultural appropriate behaviour.</p> <p>Please note that assignment start dates may vary due to delays in the processing of visa applications or changes in the partner employers circumstances.</p>
DURATION:	12 months

SELECTION CRITERIA

For instructions on preparing your application - refer to the Application Information section

CITIZENSHIP:	<ul style="list-style-type: none"> ▪ Australian citizens, Australian permanent residents or New Zealand Citizens resident in Australia are eligible to apply for this assignment
QUALIFICATIONS:	<ul style="list-style-type: none"> ▪ Relevant tertiary, professional or technical qualifications and/or certification; or equivalent work experience. ▪ Record of continuous professional development
ESSENTIAL SKILLS & EXPERIENCE:	<ul style="list-style-type: none"> ▪ Demonstrated success in consulting with stakeholders and facilitating the work of others to achieve an agreed outcome ▪ Successful results in the supervision and improvement of operations and maintenance in an energy utility. ▪ Record of success in establishing training in maintenance systems. ▪ Record of success in contributing to the establishment or upgrade of standard operational procedures. ▪ Record of success in troubleshooting, redesigning and repairing old and poorly maintained equipment.
DESIRABLE SKILLS & EXPERIENCE:	<ul style="list-style-type: none"> ▪ Record of success of living and working in a cross-cultural environment. ▪ Applied knowledge of working with electrical transformer.
ESSENTIAL PERSONAL QUALITIES FOR SUCCESSFUL VOLUNTEERS:	<ul style="list-style-type: none"> ▪ Self awareness, self reliance and resilience ▪ A reputation for and commitment to integrity ▪ Commitment to team work, coaching, mentoring and developing others ▪ Awareness and sensitivity of cross-cultural settings ▪ Patience, tolerance and flexibility ▪ Respect for the rights of children and commitment to child protection practices ▪ Commitment to taking responsibility for own behaviour, particularly in compliance with security guidelines and social, ethical and organisational norms. ▪ Ability to cope with cultural isolation and a different standard of living ▪ A preparedness to work with limited resources within a challenging environment <p>Please refer to detailed definitions of personal competencies http://www.australianvolunteers.com/volunteer/what-we-look-for.aspx</p>

WORKPLACE DETAILS AND CONDITIONS OF EMPLOYMENT

WORKPLACE DESCRIPTION:	The work will be done at both the KAJUR office and the KAJUR power plant, which are close in distance on Ebeye.
TELECOMMUNICATIONS & COMPUTERS:	KAJUR provides most tools and equipment needed to carry out its operations. Departmental vehicles are available for the volunteer to use when needed. IT support is available with reasonably high speed internet services.
HOURS/DAYS OF EMPLOYMENT:	From 8 am to 5 pm, Monday to Friday.

LEAVE:	Same conditions and terms as local colleagues apply, including national holidays. 20 sick days per year are given. A doctor's note is required if two or more consecutive sick days are taken. A minimum of 1 week leave for each 3 months of work will be made available to Volunteers, if the workplace conditions are less than this.
OTHER CONDITIONS:	Out of hours work may be required: Only in emergencies- when the power goes out. Travel required: There is some possibility of travelling to Majuro for work, as KAJUR works closely with MEC, which is based in the capital.
LANGUAGE AT WORK:	Language/s spoken in the workplace: Marshallese is used in the workplace, however most employees understand spoken English. An English speaker will carry out their work by- largely, speaking English should not be problem, but if it is, people are there who can translate. The level of language competency in Marshallese that a Volunteer will need to carry out this assignment is Low : Polite social interaction & demonstrated attempt to learn.
LANGUAGE SUPPORT:	Basic language training will be provided during ICOP. After that, it is up to the volunteer if he chooses to continue his language training.

LIVING AS A VOLUNTEER:	
LOCATION	Ebeye is a tiny island that is home to over 11,000 people, and it is one of the most densely populated islands in the world. The island is small and flat and part of the Kwajalein atoll- the largest atoll in the world. There is beach park at one of the island, and a 5 mile-long causeway connects Ebeye to Gugeegue, a much more spacious and less populated community. The lagoon is on one side of the island, the island on the other, and it is separated from the US military base on Kwajalein atoll (where most people on Ebeye work) by a 20 minute ferry ride. The delicate relationship between these two islands makes Ebeye an extremely fascinating and interesting island.
NEAREST MAJOR CITY:	Ebeye itself has a grocery store, hardware/department store, three restaurants, and many smaller shops. There is a well-run hospital, a post office (the RMI uses the US postal system), and a hotel. Kwajalein is a 20 minute (free) ferry ride away, though the ferry only runs in the morning and then again in the later-afternoon, to take people to and from work. Clearance to get onto Kwajalein for anything besides going to the airport is extremely difficult. The airport is located there and a flight to Majuro (the capital of the RMI) is 43 minutes and accessible by both Continental Micronesia and Air Marshall Islands. Ebeye is small enough that transport by walking is sufficient, but there are also pick-up truck taxis available to take you around for 50 cents.
LOCAL CONTEXT:	The Ebeye community is small and close-knit and observation of cultural values (respect for elders and traditional authority) is expected. Ebeye, as the rest of the Marshall Islands, is extremely Christian and life slows down on Sundays. The dress is conservative, and women should not wear short shorts or skirts or tank tops. Gender roles are quite well defined and men and women do not really hang out socially.

	The nearby presence of the American military base has made Ebeye quite familiar with American culture. American TV and music is very popular and aspects of the foreign culture can be found throughout Ebeye and its residents.
LANGUAGES:	Same as workplace.
SOCIAL, RECREATIONAL & SHOPPING OPTIONS FOR VOLUNTEERS:	<p>Socially, there are very few expats who live on Ebeye, so those that are there have a great chance to really get involved in the community. Marshallese are known for their hospitality, so if a volunteer is interested and makes an effort, he can easily find himself invited to parties and festivities.</p> <p>Fishing, boating and diving are the main draws for recreation. Kwajalein boasts some of the best diving and fishing in the world. There are no local tour guides, but if the volunteer is inclined to get out on the water, they will likely have many opportunities.</p>
CULTURAL & SECURITY CONSIDERATIONS FOR LIVING WITHIN THE COMMUNITY	<p>Marshallese are known for their hospitality, and they will do all they can to make you feel welcome upon your arrival. You may end up with a "host" family who will take you under their wing and invite you to family parties and celebrations- an integral part of Marshallese cultural.</p> <p>As a visitor though, it is important to follow local customs. Women should dress conservatively, with skirts below the knee and no tank tops. Men should expect to wear pants and a collared shirt to work, as shorts are too casual. It is also important to note that men and women do not hang out socially, and doing so will likely cause problems.</p>
MOBILITY	Ebeye is extremely small and walking should be fine. There are pick up truck taxis if needed- 50 cents a ride. For travel out to Gugeegue, taxis are quite expensive but still available. A car is entirely unnecessary on Ebeye.

ASSIGNMENT FUNDING			
LIVING ALLOWANCE*:		ACCOMMODATION ALLOWANCE*:	
AVI:	AUD 1000.00 per month	AVI:	AUD 0.00 per quarter
EMPLOYER:	AUD 0.00 per month/quarter	EMPLOYER:	AUD 0.00 per month/quarter
<p>* These allowance levels are based on the Cost of Living in country. They will be reviewed periodically and may increase or decrease. Volunteers will be given notice of any change to the allowance level.</p>			
Accommodation:	<p>KAJUR has an apartment available for the volunteer. The apartment is located in the quiet and more private end of the island, above the police station, so it is quite secure. It is basic, but has a veranda, a full kitchen, comes furnished and basic utilities are included.</p> <p>If there are two volunteers (an additional volunteer in the energy sector) there is a possibility of putting both volunteers in a different KAJUR owned two-bedroom apartment, but that is not yet clear. All attempts will be made to give each volunteer his own space, but given Ebeye's population, available housing is extremely rare.</p>		
OTHER INFORMATION:	Funding for three trips to Majuro per year is including in this position.		

OTHER ALLOWANCES & SUPPORT

SETTLING-IN:	AUD 1,000 paid prior to start date #
RE-SETTLEMENT:	AUD 1,200 paid at conclusion of placement # <i>#Payable only on volunteer assignments longer than six (6) months.</i>
SUPPORT:	<ul style="list-style-type: none"> ▪ Pre-departure Briefing in Melbourne & In-country Orientation on arrival ▪ Pre-departure vaccination expenses ▪ Visa expenses ▪ Airfares at the commencement and conclusion of the assignment, to and from Australian base. ▪ Pastoral care, assignment monitoring and security guidance from AVI Country Office ▪ Psychosocial and medical advice & support services ▪ Medical and emergency insurance and evacuation coverage. ▪ Some funding is available for approved accompanying dependants subject to safety risks- ask your recruiter for more information. ▪ Re-entry support services ▪ See the AVI Volunteer Guide Book for full details

APPLICATION INFORMATION

Application Support and Enquiries

If you are interested in applying to become a volunteer, AVI Recruitment Consultants will work with you to provide context and information for self-assessment and research, guidance on the formal assessment and clearance steps, and opportunities for learning and networking to prepare for a successful assignment. You can contact and discuss your interest with a Recruitment Consultant at any time:

Toll Free: 1800 331 292

Email: recruit@australianvolunteers.com

Assignment Information, Selection Criteria and Recruitment Steps

Candidates for Australian Volunteers assignments are selected based on their likelihood to successfully meet the objectives of the assignment, in the context, culture and location of the host organisation and community.

Each assignment available for application will have a detailed Assignment Description available to down-load from the Advertisement page on the AVI web-site. We recommend that you research further relevant information from links and guidance within the assignment description, and through your own networks and information sources.

Full details of selection criteria used for assessing likelihood of success are included in each Volunteer Assignment Description, and on our website: <http://www.australianvolunteers.com/volunteer/what-we-look-for>

You can find an overview of the steps and time-lines involved in becoming a volunteer on this page of our website:

<http://www.australianvolunteers.com/volunteer/steps-to-becoming-a-volunteer>

Application Instructions

The first step is a written application.

We use the application information to assess if there is a sufficient match between the requirements of the host organisation and the applicant's skills, experience, qualifications and understanding of the unique role of an Australian Volunteer. If there are many applications that are sufficiently matched, we will rank the applications, and progress to screening and interview those candidates who have demonstrated the closest match.

Background: The decision to undertake an assignment with Australian Volunteers International entails making a substantial commitment both in terms of the significant period of time that you are prepared to be separated from your family, friends and familiar surroundings as well as a willingness to accept the challenges that living, working and learning in a demanding cross-cultural environment involves.

The making of such a decision therefore needs to be done in a considered and reflective way. We suggest that it should be based not only on a desire to 'give something back' or 'to make a difference' for example, but also on a realistic assessment as to whether the timing is actually right, for you, reflecting on what you anticipate gaining from the volunteering experience and what personal attributes you feel would be required to ensure that such an experience was a satisfying and effective one for yourself and for the host organisation and host community.

Written Application

1. **Response to Selection Criteria:** Please begin by writing your responses to the following three questions, in a document headed - Response to Selection Criteria:
 - a. **Why do I feel that volunteering overseas is the right thing for me to do at this time in my life?** (up to half a page)
 - b. **What are the biggest personal adjustments I'm likely to have to make to be accepted as a useful colleague and engaged community member in this assignment?** (up to half a page)
 - c. **How I match the Essential Skills & Experience:** Write a brief summary of your most relevant experiences, results and achievements against each criteria in the Essential Skills & Experience section of the Assignment Description.
 - o *Use examples, particularly those that you think would be the most relevant to the assignment objectives, the duties, the host organisation context and the AVI personal competencies – the unique skills necessary for successful volunteering.*
 - o *Do not respond to the other Selection Criteria sections in the Assignment Description – Qualifications, Desirable Skills & Experience or Essential Personal Qualities – these areas will be covered during interviews and reference checks.*
2. **Resume:** Prepare a comprehensive and up-to-date Resume which includes the key dates of your professional history.

Lodge your application

- Log in or Register on the AVI Web-site.
- Open the Advertisement page of the assignment.
- Click on the Apply Now link at the bottom of the page. This link will only appear if you are logged in.
- Complete a few on-line questions and upload your two pre-prepared documents: Response to Selection Criteria and Resume
- You will receive an automatic email acknowledgement of your application. Please contact the Recruitment team if you do NOT receive this email or if you have any difficulties –

recruit@australianvolunteers.com

Response to your application

You will receive advice on the progress of your application within three weeks from the Close of Applications date. Please contact the Recruitment team if you do NOT receive advice - recruit@australianvolunteers.com

Recruitment Principles

The needs of the Host Organisation drive our recruitment and selection practice. AVI is seeking the best available and most suitable volunteer to meet the needs of the Host Organisation.

AVI will assess applicants using merit based and transparent processes to select the best available candidate who has a reasonable chance of achieving the assignment objectives within the cultural and environmental context of the host organisation, in a manner consistent with the AVI Personal Competencies, and whose personal circumstances allow them to realistically commit to the full term of the assignment.

AVI respects the rights of the children in the communities in which we serve. Volunteer candidates will be asked to demonstrate their commitment to child protection practices and undergo police and background checks.

Flexibility is essential – there are low levels of predictability in all aspects of international volunteering.

If no candidate is able to demonstrate a reasonable likelihood of achieving the assignment objectives, or meeting the Selection Criteria, the assignment will be re-advertised or withdrawn.

There are significant potential health risks and other hazards - both foreseeable and unforeseeable - associated with participating in international volunteering. Volunteers, host organisations and AVI share responsibility for the management of risks associated with international volunteering. Throughout the recruitment process, candidates will be informed of likely risks associated with volunteering, and provided with the opportunity to explore how these risks will affect their ability to commit. Volunteers accept that there is a shared responsibility for identifying, planning for and managing risks.

Volunteer candidates demonstrate their ownership of this responsibility by providing full disclosure of personal and health challenges that they may face in managing the risks of a Volunteer assignment so that appropriate support, risk management and insurance coverage can be arranged.

Starting your research

Australian Volunteers for International Development program:

www.ausaid.gov.au/volunteer

Travel Safety information:

<http://www.smartraveller.gov.au/zw-cgi/view/Advice/>

AVI Approach to Development:

www.australianvolunteers.com/about-us-/how-we-work

Australian Volunteers Code of Conduct:

<http://www.australianvolunteers.com/media/128555/avi-code-of-conduct.pdf>

AVI Child Protection Policy and Procedures

<http://www.australianvolunteers.com/media/128561/avi-child-protection-policy-v2.1.pdf>

<http://www.australianvolunteers.com/media/128558/avi-child-protection-procedures-dec10.pdf>

AVI Recruitment:

<http://www.australianvolunteers.com/volunteer/what-we-look-for.aspx>

<http://www.australianvolunteers.com/volunteer/steps-to-becoming-a-volunteer.aspx>

AVI Fact Sheets for Couples and Families Exploring Volunteering

<http://www.australianvolunteers.com/volunteer/faq.aspx#Can%20I%20take%20my%20partner>