

Resignation by UN Volunteer



Accept your volunteer's written resignation

If your volunteer resigns during their assignment, there are steps you need to take to formalise the end of their contract. Here's how to end the assignment early.

Advise your UN Volunteer that they'll lose their resettlement allowance if they have failed to provide due notice.

Let us know your volunteer has resigned and the new end of contract date. Please factor in the full notice period (see table below) or longer:

International UN Volunteer (Contract of less than 3 months)

7 days

International UN Volunteer (Contract of 3 months or more)

30 days

UN Youth Volunteer (all contracts)

21 days

National UN Volunteer (Contract of less than 12 months)

15 days

National UN Volunteer (Contract of 12 months or more)

30 days



- Volunteers must submit written resignation in advance with due notice. We do not accept verbal and retroactive resignations.
- The notice period is the minimum. Volunteers may declare resignation at any time prior to the start of the notice period.

[Follow standard procedure](#), as though the assignment ended on the original date.