

Job Title: Research Analyst National Officer (NOA)
Type of Contract: Service Contract SB-4 (at the level equivalent to NOA)
Organizational Unit: UNFPA Arab State Regional Office /ASRO
Duty Station: Cairo, Egypt
Duration: 1 year (Renewable subject to availability of funds and good performance)

UNFPA Objectives

The United Nations Population Fund (UNFPA) promotes the right of every woman, man and child to enjoy a life of health and equal opportunity. UNFPA supports programme countries, through its Country Offices, in using population data for policies and programmes to reduce poverty and to ensure that every pregnancy is wanted, every birth is safe, every young person is free of HIV, and every girl and woman is treated with dignity and respect.

UNFPA makes critical contributions to promoting the broader gender equality agenda at global, regional and country levels using the complementarities of SDGs and ICPD as the entry point. The intersection between the SDGs and ICPD provide UNFPA with a particular responsibility for some specific aspects of gender equality and given the Fund's expertise in this area in a number of countries, and within the context of the United Nations system collaboration and partnerships, UNFPA will continue making a significant contribution to furthering the resilience of women and girls, with specific focus on reproductive health and rights, within the areas of its comparative advantages and in response to country priorities and specificities. UNFPA adopts a human rights based approach to contribute as well as to capitalize on the demographic dividends to secure women's and adolescent girls' rights.

Organizational Setting

The UNFPA-UNICEF Joint Programme on Female Genital Mutilation/Cutting (FGM/C) work jointly towards actively contributing to the accelerated abandonment of FGM/C, in specific areas of implementation within 17 countries, by 2012. The focus of the joint programme is to leverage social dynamics towards abandonment within selected communities that practice FGM/C. In December 2012, the 67th UN General Assembly adopted a new resolution, *Intensifying global efforts for the elimination of female genital mutilations*. The resolution calls for a common coordinated approach that promotes positive social change at the community, national, regional and international levels and, in line with this, also calls for the international community to strongly support, including through increased financial support, a second phase of the UNFPA-UNICEF Joint Programme. A Phase 2 of the Joint Programme will actively contribute to further scaling up the implementation and sustainability of the common coordinated approach that is yielding results toward ending the practice.

The Joint Programme is seeking candidates, with the appropriate profile, for a position in Cairo. The Service Contract position will be for 1 year renewable based on availability of funds and good performance.

The position is located in UNFPA Arab States Regional Office and report directly to the Gender, Human Rights and Gender Regional Adviser. The incumbent provides technical support to the FGM/C Programme in all activities related to Monitoring and evaluation, knowledge development and sharing, publications and substantive monitoring of the FGM/C programme and reporting at regional and country level too.

Duties and Responsibilities

Under the overall supervision of the Gender, Human Rights and Culture adviser the post holder will carry out the following duties/tasks in both development and humanitarian contexts within the Arab Region, working closely with partners:

1. Strategic results support

- Provide substantive support on research on FGM, including, but not limited to, bibliographic and database searches, summarize information and draft contributions to ASRO reports, papers, technical notes and publications;
- Support the analysis of data to provide disaggregated data for evidence based advocacy, informed policy and program design and implementation;
- Prepare first drafts of responses to inquiries received by the gender, human rights and culture regional advisor for action and implementation of the FGM joint global programme;
- Provide technical support to the country offices' FGM/C focal points in the development of annual work plans to ensure human rights based approach and the measurable results;
- Support the improvement of the monitoring and evaluation exercises and practices of both the regional and country offices' FGM programmes;
- Provide technical support for knowledge development, management and sharing experiences, exchanges of skills and innovative ideas among the FGM regional programme and the country offices;
- Supports the regional FGM global programme's partners such as Faith Based Organizations, academic institutions, INGOs, NGOs, medical syndicates and regional bodies such as the Arab League and the African Union;
- Coordinates with UNICEF, WHO, UN Women and other relevant UN agencies across the region;
- Mainstream FGM within the GBV interventions, guided by SDGs, particularly SDG5, at regional programme and country offices where FGM is prevalent;
- Identify sources, gather and compile data and information for the preparation of documents, guidelines, speeches and position papers;
- Track work plan implementation on a regular basis and support the resolution of bottlenecks affecting the achievement of results;

- Prepare, as may be needed, evidence-based documentation on various issues for dissemination of findings internally within UNFPA and to other partners in relation to FGM within a wider context of gender equality and women's empowerment within the region

2. Evidence, Knowledge Development & Dissemination

- Manage communication activities related to the FGM/C programme, including updating and informing UNFPA staff at HQ, regional and country offices level, regional and country levels on the programme's interventions and knowledge products, while also identifying innovative ways to communicate and disseminate newly created tools and resources to staff and relevant partners;
- Responsible for synthesizing and documenting the joint programme on FGM/C experiences, including through direct communication with regional and country offices, to feed into UNFPA thematic and other related reports and communications materials.

3. Administration

- Undertake all logistical, administrative and financial arrangements required for the organization of technical workshops, inter-agency meetings, panel discussions, roundtables, steering committee and other events organized by the Joint Programme;
- Draft for internal and external reporting processes, while working directly with FGM global Coordinator Office and Non- Core Fund Unit at HQ and outside partners, including for drafting, synthesizing as well as analyzing FGM/C annual reports as needed.
- Use Atlas to monitor the financial and substantive progress of projects under the Joint Programme ceiling, and maintain and update data on the Joint programme as input to the Regional Programme's project database;

CORE COMPETENCIES

- Commitment to UNFPA's values and guiding principles
- Developing People, Fostering Innovation and Empowerment, Performance Management
- Team Work and Communication
- Results Orientation and Commitment to Excellence
- Knowledge Sharing and Continuous Learning

FUNCTIONAL COMPETENCIES

- Conceptual innovation in the provision of technical support
- Job Knowledge, Technical Expertise
- Logistical support

- Managing data, information and reports
- Planning, organizing and multi-tasking

QUALIFICATIONS AND EXPERIENCE REQUIRED

1. Post-graduate university degree or equivalent in public health, social science, demography, gender, economics, international development. The graduate or post graduate degree should preferably include research or dissertation on FGM.
2. Two years working experience preferably with at least one year on Gender based Violence or FGM.
3. Proven knowledge on monitoring and evaluation.
4. Proven ability to produce demonstrable results.
5. Strong verbal and written communications skills in English and Arabic languages.

How to apply:

This job advertisement has been posted at UNFPA /ASRO website, so please apply by following the application procedures at the following link;
<http://arabstates.unfpa.org/vacancies>

Notice: There is no application, processing or other fee at any stage of the application process. UNFPA does not solicit or screen for information in respect of HIV or AIDS and does not discriminate on the basis of HIV/AIDS status.