**Programme Specialist, Gender-Based Violence (GBV)**

**Job title: Programme Specialist, Gender-Based Violence (GBV)**

**Level:**  **(P3)**

**Position Number: 00085008**

**Location: Myitkyina, Myanmar**

**Full/Part time: Full-Time**

**Fixed term/Temporary: Fixed term**

**Rotational/Non Rotational: Non-Rotational**

**Duration: One year Initial**

**The Position:**

Under the overall guidance of UNFPA Deputy Representative and with direct supervision of the Humanitarian Specialist, based in Yangon, the Programme Specialist, GBV is located in the suboffice in Myitkyina, Kachin State, Myanmar with frequent travel to Lashio, Northern Shan State. The Programme Specialist, GBV also acts as the head of Kachin Sub-Office, manages the UNFPA Kachin Sub-Office, and has direct oversight of the Lashio Sub-Office including the coordination and oversight of staff managing and implementing the UNFPA Programme.

**How you can make a difference:**

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA’s new strategic plan (2018-2021), focuses on three transformative results: to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices.

In a world where fundamental human rights are at risk, we need principled and ethical staff, who embody these international norms and standards, and who will defend them courageously and with full conviction.

UNFPA is seeking candidates that transform, inspire and deliver high impact and sustained results; we need staff who are transparent, exceptional in how they manage the resources entrusted to them and who commit to deliver excellence in programme results.

**Job Purpose:**

UNFPA expands the possibilities for women and young people to lead healthy and productive lives; delivering a world where every pregnancy is wanted, every birth is safe and every young person’s potential is fulfilled. Advancing gender equality and promoting the empowerment of women are key priorities that are newly formulated in the UNFPA Strategic Plan 2018-2022.

UNFPA has launched the second phase of the “Women and Girls First” Programme (2019-2022), which is a large multi-year, multi-donor initiative, including EU, that provides knowledge and technical leadership in partnership with civil society organizations and a wide range of national stakeholders to advance: gender equality, improving sexual and reproductive health and rights (SRHR) services, responding to and preventing gender based violence (GBV) and integrating of Mental Health and Psychosocial Support (MHPSS). Furthermore, support integration of gender equality and women's rights perspectives into national policies, development frameworks and laws.

Emergency preparedness and humanitarian assistance are integrated in UNFPA’s work in Myanmar and are an important aspect in its proposed fourth country programme (2018-2022). UNFPA, in line with its global strategy, contributes to strengthening national capacity to provide sexual and reproductive health services, gender based violence prevention and response and the use of population and rights-based data in humanitarian settings.

The programme specialist will oversee UNFPA’s humanitarian and multi-sectoral GBV prevention, response and coordination efforts in Kachin and northern Shan States as well as providing oversight for the implementation of UNFPA adolescent and sexual and reproductive health programming. This will include the provision of high quality technical, advocacy and coordination support in order to ensure compliance with international standards across the areas of UNFPA mandated areas of work. The programme specialist is directly responsible for the implementation and coordination of GBV programming with state government, NGOs and civil society partners; representation of UNFPA in humanitarian coordination mechanisms; management of the Kachin and northern Shan sub-offices as well as direct supervision of sub-office staff based in Myitkyina and Lashio.

**You would be responsible for:**

1. **Partnerships and Coordination**

* Lead multi-sectoral GBV coordination under the Protection Working Groups in Kachin and provide regular oversight and support for GBV Coordination in northern Shan state, in close coordination with the UNFPA Programme Specialist, GBV (Yangon), Protection and Child Protection working groups as well as other civil society networks and groups.
* Work in close collaboration with the relevant government counterparts, the chairs of the various working groups/clusters, and other stakeholders to strengthen and facilitate inter-agency, multi-sectoral
* GBV prevention and response interventions at regional and township level;
* Support Government led coordination on Gender and Women’s Empowerment including violence against women, which will include facilitating stronger coordination between Government Departments as well as coordinating and facilitating strengthened relationships between civil society organizations and Government.
* Represent UNFPA at the Protection Working Groups, Coordination meetings including the Area Humanitarian Coordination Team Meeting and relevant sector clusters/working groups at the State level. • Provide technical support in developing and implementing a multi-sectoral and coordinated GBV prevention and response programmes to include referral and reporting mechanisms, information sharing, coordination, and monitoring/evaluation.
* Ensure the coordination and integration between all components of the Women and Girls First Programme and other programmes, funded by EU and other donors, in Kachin and Northern Shan, in particular the integration between GBV, Gender, SRHR, MHPSS, Youth Programming, Peace Building and Development;
* Work in close partnerships with other sectors and the protection working group, to ensure GBV and protection is mainstreamed across all sectors and clusters in the humanitarian response;
* Facilitate partnerships across women’s groups, IDP groups, men’s and youth groups to increase knowledge and awareness of GBV, MHPSS, Gender and SRHR to support increased leadership and participation in community decision making.
* Advise linkages between humanitarian, peace building and development coordination structures and actors to support creation of opportunities.
* Establish linkages between existing Gender, SRHR and HIV programmes to ensure synergies between programmes and maximize programme impact.

**B. Technical Support and Programming:**

* Coordinate, support and manage the coherent and effective implementation of the GBV components of UNFPA’s humanitarian response activities, using a results-based approach incorporating creativity, innovation, and responsiveness to the needs, and thorough monitoring and reporting.
* Provide technical support to the sub-office in Myitkyina and project office in Lashio, country office, the UN and other partners aimed at capacity building and institutional strengthening.
* Build knowledge and practices in relation to GBV response and prevention programming, MHPSS, gender and SRHR in Kachin and northern Shan States, including a focus on male and youth engagement.
* Provide technical support to implementing partners for the development, scale up and roll out of GBV prevention programmes including male engagement and SASA!.
* Assist in writing proposals as well as donor reports and engaging in resource mobilization efforts.
* Provide overall coordination, design and monitoring of UNFPA’s humanitarian and GBV programming in Kachin and northern Shan States.
* In line with WHO’s Ethical and Safety Recommendations for Researching, Documenting and Monitoring Sexual Violence in Emergencies, consolidate existing assessments on the GBV situation and/or work with relevant agencies and the displaced and host populations to conduct relevant participatory analyses of GBV.
* Provide technical support to the implementation of the GBVIMS in Kachin and northern Shan including support for data collection, collation, analysis and utilization.
* Lead development of relevant advocacy and policy documents to address GBV and broader gender issues through various key partners.
* As head of sub-office, contribute to provide leadership and coordination support to UNFPA’s humanitarian assistance in Kachin and northern Shan States.
* Participate in relevant humanitarian planning and programming, as necessary, including contingency planning, Humanitarian Response Plan and other emergency appeal mechanism and recovery processes and documents.
* Initiate and implement strategic positioning of UNFPA programming to meet outcomes under humanitarian, peace-building and development interventions.

**C. Capacity Building**

* Lead development of training material suitable to meet the needs of partners and organizations across Kachin and northern Shan States.
* Support development of IEC material in line with international best practices, including field testing.
* Coordinate and facilitate training sessions on GBV in emergencies for government and nongovernment actors, such as health care providers, community services officers, security personnel, the IDP population, women groups, youth groups and peace groups, etc.
* Provide technical support to other sectors to ensure adequate mainstreaming and inclusion of GBV related issues, and protection in coordination with the Protection Working Group.
* Support capacity development of women’s, men’s and youth groups to enable them to participation in decision making within their communities, particularly in relation to GBV, Gender and SRHR
* Support development of capacity building strategies to ensure both linkages between GBV, Youth and SRHR but also across humanitarian, peace building and development spectrums of intervention.

**D. Monitoring, Evaluation and Reporting**

* Analyze and report on program and project progress in terms of achieving results, using existing monitoring and evaluation tools and introducing new mechanisms and systems; identify constraints and resource deficiencies, and recommend corrective action.
* Supervise preparation by implementing partners of annual and other periodic work plans and monitors and evaluates progress according to the Project monitoring plan, including contracts with UNFPA partners towards projected program results; and document and apply lessons learnt to close the gaps.
* Organize quarterly review meetings with UNFPA implementing partners to track progresses, identify any challenge and suggest way forwards.
* Monitor projects expenditures and disbursements to ensure delivery is in line with approved project budgets and to realize targeted delivery levels; and coordinate timely delivery of quality project and financial reporting and ensures adequacy with finance and activities.
* Undertake regular monitoring missions and meetings with relevant actors including project partners in assessing the GBV trends, patterns and advise on the prevention and response strategies.
* Perform other duties as required.

**E. Management responsibilities:**

* Manage the sub-offices in Myitkyina and Lashio
* Ensure full awareness and adherence to all organizational policies (travel, vehicle, procurement, human resources, etc).
* Liaise with the Operations Manager, the Humanitarian Response Specialist, Deputy Representative and Assistant Representative and relevant programme units in the UNFPA Country Office in Yangon to strengthen Country Office support to field based office and staff.
* Administrative oversight including: development of travel plans, certification of TAs and petty cash expenditure, review of monthly attendance and leave records, among others (where applicable and feasible).
* Ensure organizational equipment and assets are maintained and used in accordance with UNFPA policies and business practice.
* Support supervisees to develop Performance Appraisal and Development plans and provide regular feedback and support to facilitate professional development of staff; and ensure their safety and wellbeing.

**Qualifications and Experience**

**Education:**

Advanced University degree in social work or other social sciences, public/community health, gender, legal advice as it relates to gender and GBV, and development or related field;

**Knowledge and Experience:**

* At least 5 years of increasingly responsible relevant professional experience, including experience in programme management, including large multi-sectoral projects, designing and appraising proposals and actively liaising with relevant and potential project partners;
* Knowledge of gender issues in development, particularly GBV, including relevant international human rights standards;
* Understanding of male engagement and behavior change approaches including familiarity with SASA! strongly preferred
* Knowledge of reproductive health, HIV and protection issues in humanitarian and post-conflict recovery settings preferred;
* Prior training in gender and GBV issues and their application in humanitarian, conflict, recovery and development settings;
* Experience in utilizing the following internationals tools and systems: GBV Standard Operating Procedures; GBV Information Management System; IASC GBV Guidelines; IASC Gender Handbook; GBV Minimum Standards; GBV Coordination Handbook; WHO Ethical and Safety Recommendations for Researching, Documenting and Monitoring Sexual Violence in Emergencies; the global Essential Services
* Package for Women and Girls;
* Operational and advocacy experience implementing UNSC resolutions on Women Peace and
* Security (1325, 1820, 1888, 1889 and 1960, 2265) and Youth, Peace and Security (2250);
* Experience in implementing MHPSS interventions and prior experience in counselling and psychosocial support will be an asset;
* Demonstrated management and oversight experience with capacity to lead diverse teams, strongly preferred;
* Fluency in English is required. Working knowledge of another official UN language is desirable.

**Languages:**

Fluency in English; knowledge of other official UN languages, preferably French and/or Spanish, is desirable.

**Required Competencies**

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| **Values:**   * Exemplifying integrity, * Demonstrating commitment to UNFPA and the UN system, * Embracing cultural diversity, * Embracing change | **Functional Competencies:**   * Business acumen * Implementing management systems * Innovation and marketing of new approaches * Client orientation * Organizational awareness |
| **Core Competencies:**   * Achieving results, * Being accountable, * Developing and applying professional expertise/business acumen, * Thinking analytically and strategically, * Working in teams/managing ourselves and our relationships, * Communicating for impact | |

**Managerial Competencies (optional)**

Providing strategic focus, Engaging staff and partners, Leading, developing and empowering people/creating a culture of performance, Making decisions and exercise judgment

**Required Skillset:**

Advocacy/advancing a policy oriented agenda

Leveraging the resources of national governments and partners/building strategic alliances and partnerships

Delivering results based programmes

Internal and external communication and resource mobilization

**UNFPA work Environment**

UNFPA provides a work environment that reflects the values of gender equality, teamwork, Embracing diversity in all its forms, integrity and a healthy balance of work and life. We are committed to maintaining our balanced gender distribution and therefore encourage women to apply. UNFPA promotes equal opportunities for all including persons with disabilities.

**Compensation and Benefits**

This position offers an attractive remuneration package including a competitive net salary plus cost of living adjustment, rental subsidy, education grant, home leave, health insurance and other benefits as applicable.

**Disclaimer**

UNFPA does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. Fraudulent notices, letters or offers may be submitted to the UNFPA fraud hotline http://www.unfpa.org/help/hotline.cfm

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