



# United Nations Population Fund

[Step by Step Guide to Applying](#)

## Job Description

<b>Job Title</b>	NATIONAL POST: Programme Coordinator, Continuity of Sexual Reproductive Health Services (SRH), Yangon, Myanmar Country Office, NOD (Temporary Appointment)
<b>Job ID</b>	30957
<b>Location</b>	Asia and Pacific
<b>Full/Part Time</b>	Full-Time
<b>Regular/Temporary</b>	Regular

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### Background Information

**PLEASE NOTE THAT THIS VACANCY IS OPEN ONLY TO NATIONALS OF MYANMAR.**

Contract Type: Temporary Appointment (TA)

Duty Station: Yangon, Myanmar

Closing Date: 10 June (5 pm, Yangon time)

Duration: 6 months

[i] No expectancy of renewal in according with UN Staff Regulation 4.5

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### Organizational Setting

#### The Position:

The Programme Coordinator, Continuity of Sexual Reproductive Health Services (SRH) is located in UNFPA's Yangon office. S/he will support the Deputy Representative to oversees the work of the SRH programme team as well as consultants, advisors, and experts and establishes and maintains collaborative relationships with counterparts in government, multi-lateral and bilateral donor agencies and civil society to address emerging issues. S/he must effectively influence counterparts from diverse backgrounds to contribute to achieving UNFPA's mandate.

You will report directly to the UNFPA Deputy Representative.

#### 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:**

As Myanmar Government and development actors prepare and respond to the COVID19 pandemic in Myanmar, there is a clear acknowledgement and understanding among actors that given the already existing gaps in health services, particularly Sexual and Reproductive Health Services, continued efforts are needed to ensure that service continuity for SRH services can be maintained for women and girls in Myanmar.

Towards this, UNFPA has strategized its ongoing programme to focus on advocacy, capacity building including commodity support, and service delivery for continuity of SRH services. Also, following the activation of the Socio-Economic Response framework to COVID19, Health Systems continuity has been established as a key pillar. UNFPA Co-chairs this pillar along with WHO.

It is in this context that the Programme Coordinator, SRH Continuity is required to engage with different stakeholders within UN, NGO and government sectors towards advocacy, capacity building and delivery of SRH services within the COVID19 context. S/he leads and oversees project formulation, implementation and evaluation, including joint programming initiatives within national/ UN COVID response frameworks. S/he provides technical guidance and management supporting oversight to the SRH team on SRH services continuity and collaborates with the CO's operations/ administrative support staff.

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### **Main Tasks & Responsibilities**

#### **You would be responsible for:**

- In collaboration with Government counterparts, NGOs and other partners, the Programme Specialist leads the formulation and design of the SRH aspects of UNFPA COVID19 response and its component projects in line with Government priorities and according to UNFPA programme policies and procedures. Oversees achievement of programme results by ensuring appropriate policies and procedures are applied by programme team, and appropriate monitoring and oversight mechanisms and systems are established and implemented.
- Reviews the evolving political, social and economic environment and the national health system response to COVID19, and pursues opportunities for UNFPA assistance and intervention. Assesses implications of new policy developments and strategies on programme execution and ensures appropriate implementation.
- Oversees project implementation, establishing collaborative partnerships with executing agencies, experts, government counterparts and other UN agencies to facilitate timely and efficient delivery of project inputs, and addressing training needs of project/ programme personnel.
- Reaches out and develops effective partnerships with the Government (Ministry of Health & Sports as the major counterpart), national level health associations such as midwifery councils, state health units and implementing partners.
- Integrates UNFPA team within the coordination architecture of UN Socio-Economic Response, with a particular focus on Health Pillar
- Provides technical guidance and oversight on UNFPA COVID 19 response including capacity support to UNFPA staff and partner organizations.
- Provides technical guidance to ongoing HER project and ensures its adaptation to COVID19 context.
- Ensures the creation and documentation of knowledge on UNFPA response to COVID 19, through the analysis of programme, projects, strategies, approaches and ongoing experience for lessons learned, best practices, and uses this knowledge for information sharing and planning future strategies.
- Supports and Participates in advocacy and resource mobilization efforts of UNFPA COVID19 response by ensuring preparation of relevant documentation, i.e. project summaries, conference papers, speeches, donor profiles, and participating in related donor meetings and public information events.

## Qualifications and Experience

### Education:

Advanced Degree or equivalent in public health, medicine, epidemiology, sociology, development studies, health systems, health economics, social sciences, or other related fields

### Knowledge and Experience:

- 7 years of increasingly responsible professional and managerial experiences in the field of development support including technical assistance, and humanitarian response, part of which should be in health, sexual and reproductive health, family planning, maternal health and/or population; prior experience in the UN system will be an asset;
- Familiarity with IASC and other humanitarian coordination mechanisms, guiding principles and standards;
- Knowledge of the ICPD and other UN global conferences and the Millennium Development Summit;
- Good training skills;
- Solid interpersonal communication skills;
- Proficiency in current office software applications.

### Languages:

Fluency in English is required. Proficiency in Myanmar Language a must.

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## Required Competencies

### Values:

- Exemplifying integrity
- Demonstrating commitment to UNFPA and the UN system
- Embracing diversity in all its forms
- Embracing change

### 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

### Functional Competencies

- 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 advocacy for results mobilisation

### Managerial Competencies:

- Providing strategic focus
  - Engaging in internal/external partners and stakeholders,
  - Leading, developing and empowering people, creating a culture of performance
  - Making decisions and exercising judgment
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## 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.

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## Disclaimer

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#### HOW TO APPLY:

UNFPA has established an electronic application management system. This allows applicants to create a candidate profile, which can be updated regularly and submitted for more than one vacancy. Download the Step by Step Guide to Applying in the E-Recruit System of UNFPA at <http://www.unfpa.org/employment>. Please print out the Guide for your reference during the registration and application process.

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.

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For any questions or comments please contact [recruiting@unfpa.org](mailto:recruiting@unfpa.org)