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FIXED TERM_NATIONAL POST: Programme Analyst, Humanitarian, Yangon, Myanmar, NOB

Yangoon, Myanmar

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JOB INFO

Job Identification	24630
Posting Date	03/03/2025, 04:03 PM
Apply Before	03/17/2025, 05:00 PM
Job Schedule	Full time
Locations	Yangoon, Myanmar
Grade	NOB
Vacancy Type	Fixed Term
Rotational/Non Rotational	Non-Rotational
Contract Duration	1 Year
Education & Work Experience	Master's Degree - 2 year(s) experience
Required Languages	Fluency in oral and written English and Myanmar is essential.
Desired Languages	English
Vacancy Timeline	2 Weeks

JOB DESCRIPTION

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The Position:

The Humanitarian Programme Analyst will provide technical, operational and coordination support to improve the quality of UNFPA's humanitarian response programming across Myanmar.

You will report to the Programme Specialist, Humanitarian & Gender Based Violence (GBV) in Yangon and coordinate closely with the Humanitarian Programme Associate as well as the UNFPA's thematic teams.

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 strategic plan (2022-2025), reaffirms the relevance of the current strategic direction of UNFPA and focuses on three transformative results: to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices. These results capture our strategic commitments on accelerating progress towards realizing the ICPD and SDGs in the Decade of Action leading up to 2030. Our strategic plan calls upon UN Member States, organizations and individuals to "build forward better", while addressing the negative impacts of the Covid-19 pandemic on women's and girls' access to sexual and reproductive health and reproductive rights, recover lost gains and realize our goals.

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's Fourth Country Programme Document (2018-2022) for Myanmar was approved by the Executive Board in September 2017 and extended up to the end of 2025. The Programme focuses on three key areas of intervention 1) sexual and reproductive health and rights, 2) gender equality and women's empowerment, and 3)

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population dynamics. The proposed Country Programme is aligned with the UNFPA's Strategic Plan (2022-2025) and the United Nations Transitional Cooperation Framework (2024-2026). Youth and adolescents, as well as gender equality and related human rights, are mainstreamed throughout the programme. UNFPA has partnerships with civil society organizations, UN agencies, INGOs and local NGOs, foundations and research institutions. UNFPA has a presence in a number of priority states/regions, integrating development, peacebuilding and humanitarian spectrums.

Emergency preparedness and humanitarian assistance are integrated in UNFPA's work in Myanmar and are an important aspect in the current country programme. 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 Analyst will work in close collaboration with humanitarian and development agencies (UN, NGOs and INGOs), and civil society organizations for the effective planning and management of UNFPA interventions in the areas of humanitarian preparedness and response. You will be expected to analyze and assess relevant political, social and economic trends and provide substantive inputs to the implementation of the humanitarian activities. You will monitor results achieved during implementation, guiding the appropriate application of systems and procedures, and developing enhancements as required.

You would be responsible for:

Strategic Support and Environmental Scanning:

- Analyse and interpret the political, social and economic environment relevant to UNFPA activities, and identifying opportunities for UNFPA assistance and intervention, especially related to humanitarian preparedness and response;
- Contribute constantly to the scan of the environment, providing an early warning information and assuring preparedness mechanisms in the country office for addressing timely response to emergency situations;
- Assist UNFPA's participation in emergency preparedness and relief efforts;

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- Maintain continuous and close communication and provide swift follow-up and programmatic/operational support to the Country Office during emergency situations.

Coordination:

- Establish collaborative relationships with executing agencies, experts, UN agencies and other stakeholders to facilitate timely and efficient delivery of humanitarian interventions;
- Participate actively in appropriate humanitarian-related coordination mechanisms and support and contribute to the joint/coordinated humanitarian preparedness and response efforts through cluster approach;
- Represent UNFPA in humanitarian- related events and meetings, such as, Cash Working Group and Accountability to Affected Populations/Community Engagement Working Group, as appropriate.

Technical Support and Programming:

- Participate in the formulation of the humanitarian components of the country programme and/or projects, by compiling and analysing information relevant to the UNFPA's role in Myanmar, drafting project documents and work plans;
- Monitor project and programme activities, establishing ways to systematically assess achievement and recommending corrective action as required; conducting field visits; participating in review meetings and preparing regular inputs to status and progress reports;
- Provide technical and programme management support to partners in the targeted area for planning, implementation, monitoring and evaluation of humanitarian interventions;
- Identify and address capacity strengthening needs of partners and project personnel and facilitate training/learning sessions to respond to the identified needs;
- Support planning, implementation, monitoring and provides inputs for reporting to humanitarian projects, such as, CERF and Regional Prepositioning Initiative;
- Coordinate closely with the Humanitarian Programme Associate, Operations Teams and field offices to plan, implement, and monitor procurement and distribution of clean delivery kits and dignity kits;
- Take a coordination role in UNFPA Myanmar's preparedness efforts, including implementation of the

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Minimum Preparedness Actions (MPAs) and development of contingency plans /scenarios;

- Serve as IP focal point or the assigned implementing partners, and take responsibility on programme management including checking of the quarterly progress report and financial expenditures.

Advocacy and communication:

- In collaboration with Humanitarian and Communication teams, lead development of advocacy and communication materials including human interest stories, press releases and other advocacy materials on humanitarian/ emergency- related work; and
- Perform other duties assigned by UNFPA.

Qualifications and Experience:

Education:

Advanced degree in public health, gender studies, population, demography and/or other related fields.

Knowledge and Experience:

- Two years professional experience in development and population-related activities, including programme or project management, or a closely related field
- Field experience addressing sexual and reproductive health issues in emergency and post conflict contexts is an asset, with additional experience related to GBV preferred
- Knowledge of reproductive health, GBV, HIV and protection issues in humanitarian and post-conflict recovery settings
- Demonstrated experience in facilitating training sessions and supporting capacity strengthening of local partners is preferred
- Practical experience in design, monitoring and evaluation of development projects
- Experience using office software packages and web-based management systems.

Languages:

Fluency in oral and written English and Myanmar is essential with ability to write clearly and concisely and to compose correspondence and documents in both languages.

Required Competencies:

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Values:

- Exemplifying integrity,
- Demonstrating commitment to UNFPA and the UN system,
- Embracing cultural diversity,
- 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-oriented programmes
- Internal and external communication and advocacy for results mobilization

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

Compensation and Benefits:

This position offers an attractive remuneration package including a competitive net salary plus health insurance and other benefits as applicable.

UNFPA Work Environment:

UNFPA provides a work environment that reflects the values of gender equality, diversity, integrity and healthy work-life balance. We are committed to ensuring gender parity in the organization and therefore encourage women to apply. Individuals from the LGBTQIA+ community, minority ethnic groups, indigenous populations, persons with disabilities, and other

underrepresented groups are highly encouraged to apply. UNFPA promotes equal opportunities in terms of appointment, training, compensation and selection for all regardless of personal characteristics and dimensions of diversity. Diversity, Equity and Inclusion is at the heart of UNFPA's workforce - click [here](#) to learn more.

Disclaimer:

Selection and appointment may be subject to background and reference checks, medical clearance, visa issuance and other administrative requirements.

UNFPA does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process and does not concern itself with information on applicants' bank accounts.

How to apply:

To apply for the post, please click on the following link: This link is for the external applicants.
https://estm.fa.em2.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_2003/job/24630

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