



Humanitarian Prepositioning Analyst

Job title:	Humanitarian Prepositioning Analyst
Level:	NO-B
Position Number:	00132789
Location:	Kathmandu, Nepal
Full/Part time:	Full time
Fixed term/Temporary:	Fixed Term Appointment
Rotational/Non Rotational:	NA
Duration:	1 Year Initially

The Position:

The Humanitarian Prepositioning Analyst, working under the overall direction and supervision of the Deputy Representative and in close collaboration with the National Humanitarian Response Officer, will be primarily responsible for the timely implementation of the emergency preparedness and response project including prepositioning of emergency supplies. S/he will work closely with Ministry of Women, Children and Social Security, Ministry of Home Affairs, the Protection Cluster at federal level and relevant Ministries and Officers at sub-national level to effectively implement the project.

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:

Nepal is highly vulnerable to natural hazards and disasters and globally ranks 4th and 11th in terms of its relative vulnerability to climate change and earthquakes, respectively. UNFPA preparedness efforts are primarily focused on strengthening coordination mechanisms, in particular under the Health Cluster and the Protection Cluster; capacity building of relevant service providers and key stakeholders; and prepositioning of relief items including Dignity Kits. UNFPA has prepositioned Reproductive Health (RH) Kits since 2013 in three locations in Kathmandu and intends to continue strengthening preparedness and response capacities of local partners. In this context, UNFPA with funding support from DFAT, will preposition Dignity Kits and Kishori (adolescent) Kits at national level in Kathmandu and at sub-national level in Provinces 2, 5 and Sudur Paschim. The Humanitarian Prepositioning Analyst will be primarily responsible for managing the DFAT funded project.



You would be responsible for:

Programme Development and Implementation

- Lead the effective implementation of the humanitarian preparedness and response project under DFAT financial support, at national and sub-national level;
- Ensure that the inventory of prepositioned supplies is up to date;
- Establish linkages and ensure integration of UNFPA's humanitarian response activities within UNFPA's regular country programme across all thematic/outcome areas of work;
- Identify and anticipate needs for technical and policy guidance and provide necessary support to the UNFPA offices across the country on humanitarian preparedness and response;
- Prepare progress reports on the UNFPA humanitarian response project/activities for donors and UNFPA relevant offices in HQs/APRO.

Coordination

- At the onset of a humanitarian crisis, support the humanitarian response efforts in coordination with relevant local government authorities, implementing partners and other actors and ensure the efficient distribution of the prepositioned kits to the women and girls who most need them;
- Actively participate in the humanitarian cluster/technical working groups and provide technical support as relevant to UNFPA's programming and humanitarian response, as needed.

Technical Support and Capacity Building

- Provide technical assistance to government partners to develop and disseminate relevant tools and guidelines in the areas of SRH and GBV, as required;
- Leverage partnerships and advocacy with relevant provincial and local authorities for the integration of the Minimum Initial Service Package (MISP) for essential SRH and GBV services to enhance preparedness and response activities at different levels at the onset of a disaster.

Advocacy and Communications

- Support the development of a communications plan for humanitarian action and prepare situational reports in a timely manner, as needed;
- Prepare articles, human interest stories, press releases and other print and audio-visual materials on UNFPA's humanitarian response activities;
- Prepare advocacy materials, donor briefings, concept notes for relevant partners and donors;
- Advocate for the inclusion of SRH and GBV in emergency response and ensure UNFPA is well positioned in resource mobilization efforts.

Qualifications and Experience

Education:

- Advanced University Degree in Public Health, Social Science or related field.

Knowledge and Experience:

- At least 2 years or more of professional experience at the national and sub-national level in emergency preparedness and response
- Good analytical skills and interpersonal skills
- Demonstrated leadership, facilitation, and team work skills and ability to establish harmonious relations in an international and multicultural environment, both within and outside UNFPA
- Excellent written and oral communications skills in English and Nepali

Languages:

Fluency in English and Nepali



Required Competencies

Values: <ul style="list-style-type: none">• Exemplifying integrity• Demonstrating commitment to UNFPA and the UN system• Embracing cultural diversity• Embracing change	Functional Competencies: <ul style="list-style-type: none">• 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 mobilization
Core Competencies: <ul style="list-style-type: none">• 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	

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

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In accordance with the Staff Regulations and Rules of the United Nations, persons applying to posts in the international Professional category, who hold permanent resident status in a country other than their country of nationality, may be required to renounce such status upon their appointment.