



Programme Specialist, Gender-Based Violence (GBV)

Job title:	Programme Specialist, Gender-Based Violence (GBV)
Level:	NO-C
Position Number:	160461
Location:	Kathmandu
Full/Part time:	Full-Time
Fixed term/Temporary:	Fixed term
Rotational/Non Rotational:	Non-Rotational
Duration:	Initially one year, renewal subject to satisfactory performance and funding

The Position:

Under the overall guidance of UNFPA Representative and the direct supervision of the GBV Prevention and Response Team Leader, the Programme Specialist, GBV is located in the Country Office, based in Kathmandu, Nepal. The incumbent will lead the day-to-day management of the project and ensures close and effective communication and collaboration between Kathmandu and Provincial Support Offices. The Programme Specialist, GBV will also be managing the project support staff in Kathmandu and Provinces.

How you can make a difference:

UNFPA is the UN's sexual and reproductive health agency, taking the lead in delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA's current 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 against women and girls.

UNFPA recruits principled and ethical staff with a firm belief in and commitment to upholding human rights and gender equality, who embody UN international norms and standards including zero tolerance to sexual exploitation and abuse, and who will defend these diplomatically and courageously.

UNFPA is seeking candidates that transform, inspire and deliver high impact and sustained results and who are true team workers; we recruit staff who are transparent, accountable, exceptional in how resources entrusted to us are managed and ensure value for money and are committed to delivering excellence in programme results.

Job Purpose:

Advancing gender equality and promoting the empowerment of women and girls are key priorities that are built in corporate priorities in the UNFPA Strategic Plan 2018-2021.



UNFPA is a leading player in Gender-Based Violence prevention and response in Nepal. The Country Office manages a portfolio of Gender-Based Violence (GBV) programmes, focused both on multisectoral essential services and on prevention. This includes its flagship GBV Prevention and Response (GBVPR) project, jointly funded by the Governments of Norway and Switzerland. Evaluations and reviews have shown positive results from the first phase of the project, and there is scope to consolidate and further expand the GBV portfolio through a second phase of the project. This position is intended to assist the country office in managing the second phase of the GBVPR project as well as to further enhance and grow UNFPA Nepal's programmatic and thought leadership in this area.

The Programme Specialist, GBV, will support the management of UNFPA's multi-sectoral GBV prevention, response, and coordination efforts in Nepal. 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, under the supervision of the Team Leader, is directly responsible for the project management and implementation and coordination of GBV programming with Government, NGOs and civil society partners; as well as direct supervision of sub-national office technical staff based in the country and Provincial Offices.

You would be responsible for:

A. Technical Support and Programming:

- Support and contribute towards the coherent and effective implementation of UNFPA's GBV Prevention and Response (GBVPR) Programme, using a results-based approach incorporating creativity, innovation, and responsiveness to the project's needs, and thorough monitoring and reporting.
- Primary responsibility for overseeing the monitoring and mobilizing technical support to implementing partners and facilitating closer working relationship and collaboration between implementing partners on the roll out of the GBVPR Programme.
- Build knowledge and practices in relation to GBV response and prevention programming, gender and women's empowerment, including a focus on male and youth engagement.
- Provide technical support to the provincial offices, country office, the UN and other partners aimed at capacity building and institutional strengthening on GBV and women's empowerment.
- With direction lead development of relevant advocacy and policy documents to address GBV and broader gender issues through various key partners.
- Keep abreast of new Gender and GBV policy developments, analyzing policy papers, strategy documents, national plans and development frameworks. Support and



implement UNFPA's organizational engagement strategy with partners in line with the overall institutional funding strategy and vision.

- Promote a high standard of compliance with UNFPA rules and regulations, including financial requirements and management, provide guidance on effective implementation of the GBVPR project, in compliance with requirements and due diligence processes. Assist with the organization of audits as necessary.
- Advise implementing partners on the implementation and proper application of UNFPA policies, strategies, guidelines and tools, ensuring consistency and coherence in addressing UNFPA priorities.
- Coordinate the capacity building and training of UNFPA staff at country and sub-regional office levels, Implementing Partners and Government stakeholders on the Gender Transformative Approach to GBV prevention and response, in collaboration with technical service providers. Support the development of training and IEC materials in line with international best practices, including field testing.
- Advise and report on the achievement of GBVPR programme results, and proactively measure substantive progress and the effective utilization of financial and human project resources, using timely and appropriate monitoring and measuring mechanisms and tools.
- Incorporate results from programme reviews and evaluations, best practices, as well as innovative strategies, approaches and policies into the formulation of interventions in ongoing programme activities.
- Assist in writing proposals as well as donor reports and engaging in resource mobilization efforts, including garnering support for UNFPA's GBV response to the COVID19 crisis.

B. Partnerships and Coordination

- Build and maintain strong networks and engagement with key government partners including the Ministry of Women, Children and Senior Citizens (MoWCSC), Ministry of Health and Population (MoHP) and the Ministry of Federal Affairs and General Administration, (MoFAGA) and other relevant stakeholders to facilitate closer working and collaboration on the GBVPR programme
- Provide technical support in implementing the multi-sectoral GBV prevention and response programme to include referral and reporting mechanisms, information sharing, coordination, and monitoring/evaluation.
- Support the coordination and integration between all components of the Gender Based Violence Prevention and Response Programme and other programmes, in particular the integration between GBV, Gender, and harmful practices programming.
- Organise and coordinate GBVPR oversight meetings and mechanisms, including the Project Steering Committee and oversight mechanisms at Federal, Provincial and Local



Government levels, ensuring that action points are captured and recommendations implemented within agreed timelines.

- Participate in relevant Gender Equality and Women's Empowerment (GEWE) and GBV planning and programming forums as necessary, including inter-agency and development partner forums.
- Facilitate partnerships across women's groups, IDP groups, men's and youth groups to increase knowledge and awareness of GBV, and Gender to support increased leadership and participation in community decision making.
- Participate actively and lead relevant Joint UN Teams, ensure alignment of GBV programmes with relevant joint programming initiatives, support and contribute to all relevant joint programmes/activities among the UN agencies.

C. 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. Ensure all M&E system reporting is done on time and to the expected quality.
- 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 monthly and quarterly review meetings with UNFPA implementing partners at the federal, provincial, and local government levels (including field missions) to track progress, identify any challenges and implement recommended solutions.
- Monitor project expenditure 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.

D. Management responsibilities:

- Supervise, mentor and coach the team members to strengthen or further develop their capacity. This includes the implementation of UNFPA performance management system for his/her direct reports in Provinces 1 and 7.



- Ensure full awareness and adherence to all organizational policies (travel, vehicle, procurement, human resources, etc).
- Liaise with the Operations Manager, the GBV Prevention and Response Team Leader, Representative, Deputy Representative and Assistant Representative and relevant programme units in the UNFPA Country Office in Kathmandu to strengthen Country Office support to field-based office and staff.
- Interact with the Regional Development Coordinator (s) to ensure effective coordination of provincial stakeholders and smooth implementation of the project interventions
- Liaise with implementing partners for the management and mitigation of risk across the programme at the Federal, Provincial and Local government levels, escalating key risks as necessary.
- Ensure that regular team meetings take place and are recorded, with recommendations and actions taken forward for implementation
- Supervise and direct expert consultants and facilitate working groups and task teams
- Support reportees 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.

E. Other

- Perform any other duties as required by the Representative, Deputy Representative and supervisor. Deputize the GBV Prevention and Response Team Leader, as and when required.
- Support UNFPA's implementation, reporting, and coordination of COVID19 related GBV prevention and response programming, including inter-agency cluster engagement as required.

Qualifications and Experience

Education:

Master's Degree in Women's or Gender Studies, Social Work, Development Studies or other social sciences or public/community health, as it relates to gender and GBV.

Knowledge and Experience:

- At least 5 years of increasingly responsible relevant professional experience in programme and project management, including large multi-sectoral projects, designing and appraising proposals and actively liaising with relevant and potential project partners;
- Strong English, oral and writing skills, including proposal development and report writing for complex programmes and interventions;



- Knowledge of gender issues in development, particularly GBV prevention, response and referral pathways, including relevant international human rights standards;
- Understanding of male engagement and behaviour change approaches including familiarity with SASA strongly preferred;
- Experience in utilizing the following international 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;
- Demonstrated management and oversight experience with capacity to lead diverse teams, strongly preferred;

Languages:

Fluency in English and Nepali.

Required Competencies

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



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>

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.