



## Provincial Programme Analyst, Gender-Based Violence (GBV)

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| <b>Job title:</b>                 | <b>Provincial Programme Analyst, Gender-Based Violence<br/>(2 positions)</b>                        |
| <b>Level:</b>                     | <b>NOB (ICS-9)</b>  |
| <b>Position Number:</b>           | <b>160465 and 160462</b>  |
| <b>Location:</b>                  | <b>Province 2 (Janakpur duty station) and<br/>Karnali Province (Birendranagar duty station)</b>     |
| <b>Full/Part time:</b>            | <b>Full-Time</b>  |
| <b>Fixed term/Temporary:</b>      | <b>Fixed term</b>   |
| <b>Rotational/Non Rotational:</b> | <b>Non-Rotational</b>   |
| <b>Duration:</b>                  | <b>Initially one year, renewal subject to satisfactory<br/>performance and funding availability</b> |

### **The Position:**

The Provincial Programme Analysts, Gender-Based Violence (GBV) will be based in the UNFPA Offices in Province 2 and Karnali Province respectively and will be responsible for supporting the planning, conceptualization, implementation, monitoring and assessment of GBV interventions in development and emergency settings in the concerned provinces. Operating under the direct supervision of the Programme Specialist, GBV, the two positions will oversee the effective management and implementation of the “Gender Based Violence Response to COVID-19 in Nepal” project, funded by the European Commission, and in doing so ensure the availability of essential prevention and response services for GBV survivors during and after the COVID-19 lockdown.

The GBV Provincial Programme Analysts will maintain collaborative relationships with the government line ministries and departments, civil society constituents, the United Nations funds, programmes and specialized agencies and other development organizations.

### **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) reaffirms its goal of universal access to sexual and reproductive rights, focusing women, adolescents and youth and focuses on three transformative results to be achieved by 2030: 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, 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, exceptional in how resources entrusted to us are managed and are committed to delivering excellence in programme results.

**Job Purpose:**

Since its outbreak, the novel coronavirus has infected millions of people globally and generated a wide range of primary and secondary effects on individuals and communities, with the most vulnerable groups enduring the greatest impact. The Director General of the World Health Organization declared COVID-19 a global pandemic on 11 March 2020. As of 26 August 2020, Nepal's Ministry of Health and Population (MoHP) has confirmed over 33,000 cases of COVID-19 and 164 deaths. The Government of Nepal took swift action, declaring a lockdown from 24 March 2020 to protect the health and safety of Nepal, which included the closure of public and private facilities and businesses, travel restrictions, self-isolation, and quarantine measures. This directive, though essential and in line with global efforts to 'flatten the curve' and prevent the further spread of COVID-19, also impacted the continuity and availability of gender based violence (GBV) prevention and response services and deterred victims and survivors of gender based violence from seeking protection and care.

In line with the priorities outlined in the Nepal Country Preparedness and Response Plan (CPRP), the purpose of this project, funded by the European Commission (EU) in Nepal, is to ensure the availability of essential prevention and response services for GBV survivors during and after the COVID-19 lockdown and in the recovery phase. At a broad level, the project envisions a Nepal where women and girls live free from GBV both during and after the COVID-19 crisis. In order to reach this impact, the proposed project will address both the prevention side challenges, i.e. empowering women and girls to demand services as well as the response side challenges, i.e. ensuring survivor-centred and multi-sectoral services are available.

The Provincial Programme Analyst, GBV will contribute to the effective management of UNFPA supported GBV activities, ensuring multi-sectoral approach to prevention, mitigation and response to GBV in development and emergency settings. S/he will facilitate the delivery of UNFPA's GBV work plans and the appropriate application of systems and procedures. S/he will be expected to analyze and assess relevant political, social and economic trends and provide substantive inputs to project implementation, monitoring and reporting.



## You would be responsible for:

### 1. Strategic Engagement and Technical Coordination

- Establishes and maintains strong working relationships with concerned Government counterparts at Provincial, and Local Government levels;
- Analyses and interprets the political, social and economic environment relevant to GBV Prevention and Response; and identifies opportunities for assistance and intervention in the province;
- Leads advocacy and engagement work at Provincial, and Local Government levels, ensuring that stakeholders are kept abreast of relevant developments in the project;
- Keeps abreast of new Gender and GBV policy developments and strategies, analyzing policy papers, strategy documents, national and sub-national plans and development frameworks as well as their operationalization at provincial and local Government level;
- Participates in relevant provincial and local government levels to ensure that technical GBV prevention and response issues are incorporated in the palika and province's development plans;
- Addresses policy issues and provides substantive inputs to facilitate policy dialogue and the positioning of GBV issues within provincial and Local Government development plans;
- Participates actively in appropriate provincial, local government and other related GBV development coordination for a;
- Close engagement with the UNFPA Regional Development Coordinator and the sub-regional teams on project planning, implementation, monitoring, administration and financial management to ensure coherence with existing GBV programmes.

### 2. Programme Management, Monitoring and Reporting

- In collaboration with key government counterparts, NGOs, CBOs and other partners, provides substantive leadership and inputs into the implementation of the project in line with provincial and local government priorities and according to UNFPA programme mandate, policies and procedures;
- Ensures quality of programme/project design incorporating lessons learned, newly developed policies and best practices, and establishing appropriate execution and monitoring mechanisms and systems;
- Oversees programme implementation by all implementing partners as per approved WP in the province, ensuring compliance with UNFPA programme and financial guidelines, provide on-site technical support as needed through supportive supervision;
- Advises and reports on achievement of programme results, proactively measuring substantive progress and the effective utilization of financial and human project resources using appropriate monitoring and measuring mechanisms and tools.



Identifies bottlenecks, constraints and resource deficiencies and recommends corrective action;

- Creates and documents knowledge about current and emerging GBV issues, by analyzing programmes, strategies, approaches and on-going experience for lessons learned, best practices, and shares with management for use in knowledge sharing and planning future strategies;
- Undertakes regular monitoring visits, as well as joint visits with country office staff, donors and implementing partners;
- Participates in joint preparedness and response actions in case of a humanitarian crisis.

### **3. Administrative and Financial Management**

- Oversees the preparation and management of annual work plans and programme budgets of all implementing partners in the province and ensures the timely and accurate reporting of financial information;
- Prepares and submits comprehensive field visit reports, quarterly technical and financial reports on the implementation status of the project in a timely manner, and in line with required quality standards;
- Provides evaluations of goods and services provided by vendors in support of programme delivery, upon completion;
- Ensures that procured goods are distributed to implementing partners in a timely manner and appropriate inventory was undertaken, and manages assets that have been procured by the project and supplied to the implementing partners; ensuring that they are put to proper use;
- Proactively ensures that all activities remain aligned with the broader aims of the project.

### **4. Humanitarian Response:**

- Maintains well-functioning GBV sub-cluster (during emergency periods) and GBV Network at the provincial level;
- Represents the GBV sub-cluster and UNFPA in relevant humanitarian coordination bodies to ensure that GBV issues are adequately considered in the context of the humanitarian response efforts;
- Coordinates GBV interventions with the GBV Sub-Cluster Coordinator, Humanitarian Officer and other relevant colleagues in the Country Office;
- Oversees Implementing Partner performance at provincial, and local levels and provides assistance as necessary, escalating complex issues to the Country office as necessary;
- Undertakes capacity building among programme staff, implementing partners and counterpart government institutions on issues pertaining to GBV in humanitarian emergencies;



- Sensitize implementing partners, UN sister agencies and national authorities around the existence and implementation of the Guidelines for Integrating GBV Interventions in Humanitarian Action and provide technical guidance to the same in planning and implementing GBV programmes related to refugees, IDPs/returnees and host communities;
- Actively participates in related GBV coordination meetings at provincial, national and local levels, as may be required;

**5. Other:**

- Perform any other duties as required by the Representative, Deputy Representative and GBV Prevention and Response Team Leader.

**Qualifications and Experience**

**Education:**

Advanced university degree in gender studies, social sciences and relevant disciplines.

**Knowledge and Experience:**

- At least 2 years (more than 2 years is an advantage) of increasingly responsible professional experience at the national or international level in GBV coordination, protection work, or disaster response;
- Substantive knowledge and practical experience in multi sectoral protection and GBV sub-cluster related coordination;
- Strong humanitarian contacts and proven success cluster related work;
- Excellent writing and facilitating skills, with experience writing reports, newsletters and programme updates, humanitarian briefs and situation reports;
- Client oriented and strong team work;
- Proficiency in current office software applications;
- Experience working with the United Nations is an asset.

**Languages:**

Fluency in English and Nepali is required. Working knowledge of another UN language an asset.



## Required Competencies

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| <p><b>Values:</b></p> <ul style="list-style-type: none"> <li>• Exemplifying integrity,</li> <li>• Demonstrating commitment to UNFPA and the UN system,</li> <li>• Embracing cultural diversity,</li> <li>• Embracing change</li> </ul>   | <p><b>Functional Competencies:</b></p> <ul style="list-style-type: none"> <li>• Advocacy/ Advancing a policy-oriented agenda</li> <li>• Leveraging the resources of national governments and partners/ building strategic alliances and partnerships</li> <li>• Delivering results-based programmes</li> <li>• Internal and external communication and advocacy for results mobilisation</li> </ul> |
| <p><b>Core Competencies:</b></p> <ul style="list-style-type: none"> <li>• Achieving results,</li> <li>• Being accountable,</li> <li>• Developing and applying professional expertise/business acumen,</li> <li>• Thinking analytically and strategically,</li> <li>• Working in teams/managing ourselves and our relationships,</li> <li>• Communicating for impact</li> </ul> | <p><b>Managerial Competencies:</b></p> <ul style="list-style-type: none"> <li>• Providing strategic focus,</li> <li>• Engaging in internal/external partners and stakeholders,</li> <li>• Leading, developing and empowering people, creating a culture of performance</li> <li>• Making decisions and exercising judgment</li> </ul>   |

## Compensation and Benefits

This position offers an attractive remuneration package including a competitive net salary plus 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>