



TERMS OF REFERENCE FOR JUNIOR PROFESSIONAL OFFICERS – (JPOs)

A. General Information

JPO functional title:	Programme Analyst, Youth and Gender
Main sector of assignment:	ASRH, Gender, Integration, Innovation
Level:	P-2
Contract type:	Fixed-term appointment (JPO)
Duty Station:	Harare, Zimbabwe
Duration of assignment:	Up to two years with the possibility to extend for a third year. Probation period: 1 year. Extension for a third year, possibly in a different duty station, will depend on availability of financial resources and the candidate's performance.

The UNFPA Junior Professional Officer (JPO) Programme is intended to provide on-the-job training for young professionals who wish to obtain practical experience in development assistance. It gives them an opportunity to acquire professional knowledge in population projects in a developing country.

B. Supervision

Title of Supervisor: Deputy Representative

Content and methodology of supervision:

As part of the UNFPA JPO programme overall framework, the JPO will benefit from the following supervision modalities:

- Structured guidance provided by the supervisor, especially in the beginning of the assignment, with the purpose of gradually increasing the responsibilities of the JPO
- Establishment of a work plan, with clear key results
- Effective supervision through knowledge sharing and performance/development feedback throughout the assignment
- Easy access to the supervisor
- Participation in Unit/Team/Office meetings to ensure integration and operational effectiveness
- Guidance and advice in relation to learning and training opportunities within the field of expertise
- If more than one supervisor; clear agreement of the roles and responsibilities between the relevant parties

In addition, the following specific supervision arrangements will apply:

C. Duties and Responsibilities

Under overall guidance of the UNFPA Representative and direct supervision of the Deputy Representative the JPO substantively contributes to an innovative approach to programming, and quality implementation of UNFPA support to the City of Harare. S/he works with the City of Harare to ensure that supported interventions are integrated and innovative, meeting the needs of young people. Supporting the ASRH programme specialist and the Gender Program Specialists, the JPO will focus on the following key tasks:

1. Innovation;

- Assess current program efforts and note gaps and opportunities for innovation in design and implementation.
- Research possible solutions to gaps identified and ways to harness opportunities, utilising innovative approaches and/or technologies.
- Design and implement innovations in collaboration with UNFPA Programme Management Team and City of Harare.
- Actively seek out and support public private partnership with local technology enterprises such as mobile telephone service providers.
- Host innovation technical working group.

2. Integration

- Support integration of interventions offered through the Hopley Youth Centre by liaising among program areas to ensure linkages.
- Support City to develop ToR outlining the working relationship among the Community programme, Hopley Clinic and Hopley Youth Centre.
- Support efforts to strengthening SRHR/SGBV/HIV integration in Mbare clinic.
- Support the research and pilot of a community-based health insurance scheme focusing on RMNCAH and Key Population Service delivery in the City of Harare.

3. Program Implementation

- Capacity building of IPs on innovative programming
- Support and supervision of Hopley Youth centre, ensuring ToR for the centre are developed and implemented, and that implementation remains integrated and relevant.
- Document lessons learnt and develop innovation guidance for use by the country office.

4. Resource Mobilisation

- Support the country office resource mobilisation efforts, especially related to the Innovation Fund.
- Draft contributions to proposals as required.
- Contribute to donor liaison and reporting

D. Qualifications and Experience:

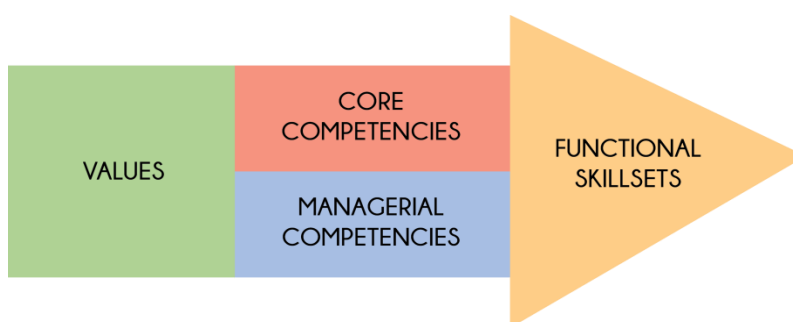
- Postgraduate degree in social sciences or related fields with specialized knowledge in the field of Sexual Reproductive Health and Rights (SRHR) and Gender
- At least 2 years, preferably 3 years, of experience in development or humanitarian work on SRHR and/or gender. Prior experience in developing countries is an asset.
- Fluency in English.
- Knowledge of Southeast Africa Region is an asset
- Ability to write clearly and concisely
- Initiative, sound judgment and demonstrated ability to work harmoniously with staff members from different national and cultural backgrounds

E. **Learning Elements**

Upon completion of the two-year assignment, the JPO will be able to:

- Grasp results based management concept and practice
- Appreciate human rights based approach to programming
- Apply health system strengthening framework in development planning
- Master workplan tools, manage and monitor budgets and expenditures
- Enhance skill of negotiation and managing and building long lasting partnership
- Deepened understanding and application of knowledge on youth empowerment, ASRH, Gender and GBV, SRHR/SGBV/HIV integration, etc.
- Apply innovation in the context of SRHR and Gender
- Enhanced skills in planning, conducting and reporting of social studies and research

F. **Required Competencies**



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

G. **Background Information**

Information on the receiving office:

UNFPA in Zimbabwe is currently implementing its 7th country programme of cooperation (2016-2020) to reduce maternal mortality, unmet needs of FP and GBV with a focus on adolescent and youth. It has an annual budget over 20million and a staff complement of 45 international and national staff.

The UNFPA Zimbabwe Country Office supports the City of Harare to offer integrated SRH, HIV prevention and GBV services to the urban poor population residing in the country's capital city. The interventions focus on ensuring demand and provision of good quality SRH, HIV prevention and GBV prevention and response services, focusing on women and young people. Clinical services are offered through various clinics with special support to Mbare Clinic for SRH, HIV and GBV services provision, Wilkins, for GBV and services to key populations, and Hopley clinic which is under development. UNFPA is supporting the City to develop a Community Based Health Insurance system which must be accessible by women and young people. A special area of focus is Hopley, a peri-urban district of the City of Harare with a population of approximately 200,000. Child marriages and teenage pregnancies are common, at 18% and 21% respectively. At least 70% of women are mothers by age 24 years. Zimbabwe is also implementing the

Spotlight Initiative which is a global partnership to eliminate all forms of violence against women and girls and some of the interventions are targeting population in the City of Harare.

Family / Non-family Duty Station– means that you are not allowed to bring any family members:

Family Duty Station

Living conditions at the Duty Station:

Zimbabwe is a country of great heritage and diversity. The duty station is Harare, the capital city of Zimbabwe. The climate is pleasant throughout the year characterized by distinct dry season between April and Oct. and rainy season between Nov. and March. Life in Zimbabwe offers adventure, variety, culture and diversity with a relatively low cost of living. Decent housing is easy to find and cost is reasonable between USD1,500 and 2,500 for an independent house in areas where most expatriates live. Health care is limited due to lack of essential medicine and health professionals and most expatriates go to few private clinics or seek medical care in neighboring countries. Zimbabwe remains a safe and secure duty station despite deteriorated security situation due to ongoing economic crisis and prevailing unemployment among youth. Key risks at the moment are social unrest and crimes spreading from high density city centers to low density suburbs.