

## Country Representative

### Departement

Country Office

### Seniority level

P-5 (Senior)

### Duty station

New York

### Contract type

Fixed-term

### Duration

1 year (Extendable based on positive performance)

## Key tasks and responsibilities

Reporting to the Regional Director, the Country Representative is responsible for leading and managing the Country Office portfolio and for translating the UN Women's Strategic Plan in line with regional and national priorities, into development initiatives and results.

- Lead the design, planning, formulation, preparation and development of the Country Strategic Note
- Lead the office in the delivery of operational goals; Finalize the annual work plan and budget; and oversee the implementation, including providing direction, guidance and technical support
- Serve as member of the UN Country Team and support programming and advocacy to ensure gender equality and women's empowerment issues are fully integrated into UN programming processes including national partners
- Represent UN Women in intergovernmental forums, public information/relations events and key meetings, participate in policy dialogue; discuss policy initiatives, report on progress achieved and/or present policy papers/ideas
- Create and maintain strategic partnerships and manage resource mobilization strategies
- Manage the development and implementation on CO communication plans, based on UN Women's communication strategy

## Requested profile

### Education

Master's degree or equivalent in development related disciplines, economics or public policy or other social science fields is required.

### Experience / Knowledge / Skills

- At least 10 years of progressively responsible development experience that combines strategic and managerial leadership in aid development cooperation, some of which is in gender and women's issues programming, at the international level
- Experience working in developing countries within the UN system, Agencies, Funds or Programmes or UN Mission
- Field based experience working with multi-cultural teams
- Experience in leading a team

### Language

Fluency in English; Working knowledge of French, Spanish, Chinese, or Arabic