



Programme Analyst

Job title:	Programme Analyst – Spotlight Project
Level:	NO-A
Position Number:	
Location:	Bishkek, Kyrgyzstan
Full/Part time:	Full-Time
Fixed term/Temporary:	Fixed Term
Rotational/Non Rotational:	Non-Rotational
Duration:	One year (renewable)

Context:

Violence against women and girls (VAWG) is one of the most widespread, persistent and devastating human rights violations impacting negatively to the desired fulfilment of women's and girls' empowerment and development and therefore a threat to the achievement of the Sustainable Development Goals. While there have been efforts to address and eliminate Sexual and Gender Based Violence (SGBV) and Harmful Practices (HP) in Kyrgyzstan, progress remains slow and uneven, with fragmented approaches. It is clear that the elimination of all forms of SGBV and HP is intrinsically connected to transformation of gender and socio-cultural norms including those related to women's sexuality and reproduction and to improving access to comprehensive sexuality education and sexual and reproductive health information and services especially for women and girls.

In response to this, the European Union and the United Nations initiated the Spotlight Initiative, a global partnership between the United Nations (UN) and the European Union (EU) focused on efforts to eliminate all forms of violence against women and girls in support of the 2030 Agenda on Sustainable Development. The initiative comes with the highest level of commitment globally as it will be governed by the UN Deputy Secretary General and the Vice President of the EU Commission. The Initiative provides a model under UN Reform for partnerships among key players encompassing participating countries, development partners, civil society, and the UN to deliver on the SDGs in a comprehensive manner leveraging comparative advantages and expertise of various Agencies.

In Kyrgyzstan, UNFPA will be one of the UN Agencies (alongside UNDP, UNICEF, UNWOMEN and UNODC) implementing the Spotlight Initiative, guided by the ICPD Programme of Action and the 2018 – 2021 Strategic Planning which focuses on three transformational results by 2030: ending gender-based violence and other harmful practices; ending preventable maternal deaths; and ending unmet need for family planning.

The Position:

The Programme Analyst assists in the analysis and assessment of relevant political, social and economic trends, guiding and facilitating the delivery of activities related to UNFPA's components in the spotlight project, in close coordination with the other UN Agencies and relevant institutions.

You will report to the NPA on Gender.



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:

Working within the Country Office (CO) environment, you will support the effective management and implementation of the Spotlight Initiative in the area of prevention and response to SGBV and other harmful practices. UNFPA will participate in implementation of all 6 pillars of the Spotlight Initiative. UNFPA will lead and coordinate implementation of pillars 4 and 5. In close collaboration with other office staff, the Program Analyst will implement UNFPA's activities under the pillars.

You will assist in monitoring results achieved during implementation, guiding the appropriate application of systems and procedures, and developing enhancements as required.

You would be responsible for:

- In collaboration with other UN Agencies, Government counterparts, NGOs and other partners, implement the UNFPA-related components of the Spotlight Initiative in the target areas, in line with UNFPA programme policies and procedures.
- Participating in the formulation of the Spotlight detailed activities, by compiling and analysing information relevant to the UNFPA's role in the country, drafting work plans and budgets; and supporting the selection of the implementing partners.
- Establishing ways to systematically assess achievement and recommending corrective action as required; conducting field visits; participating in review meetings and evaluation missions and preparing regular inputs to status and progress reports.
- Analysing and interpreting the political, social and economic environment relevant to UNFPA activities, and identifying opportunities for UNFPA assistance and intervention.
- Analysing policy papers, strategy documents and national development plans; preparing briefs and inputs for policy dialogue, technical assistance coordination, and development frameworks.



- Assessing implications of new policy developments and strategies on programme execution, and ensuring their integration.
- Establishing collaborative relationships with implementing agencies, experts, government counterparts and other UN agencies to facilitate timely and efficient delivery of project inputs.
- Assisting in implementing knowledge management strategies to capture lessons learned and best practices, sharing these with management for future planning
- Assisting in advocacy and resource mobilisation efforts of the CO, by establishing and maintaining a network of donor and public information contacts. Assisting with organising and conducting of donor meetings and public information events, including preparing relevant background material for these events.
- Undertake any other tasks as may be assigned by the Head of Office or NPA on Gender

Qualifications and Experience

Education:

- Advanced degree in social sciences, human rights, gender/women's studies, international development and/or other related social science discipline is required

Knowledge and Experience:

- Professional experience in the field of development and population, gender equality, health and youth activities, with experience in programme/ project management is desirable
- Practical experience in development, programme/project implementation, coordination, monitoring and evaluation, donor reporting (especially with the European Union) and capacity building;
- Experience in managing programmes related with addressing SGBV and harmful practices would be considered as an asset;
- Experience coordinating and liaising with government agencies, CSOs and/or donors is an asset.
- Experience using office software packages and web-based management systems.

Languages:

Fluency in English, Russian and Kyrgyz.

Required Competencies:

**Values:**

- Exemplifying integrity,
- Demonstrating commitment to UNFPA and the UN system,
- Embracing cultural diversity,
- Embracing change

Functional Competencies:

- 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

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

Compensation and Benefits:

This position offers an attractive remuneration package including a competitive net salary health insurance and other benefits as applicable.

Disclaimer:

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