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International
Labour
Office

Note for supervisors: Please complete the vacancy proposal form and submit it to the Director of the department/office for endorsement. For field positions additional approval is required by mail from the regional HR Partner before final submission to jpo@ilo.org.

VACANCY PROPOSAL FOR JUNIOR PROFESSIONAL OFFICERS (JPO) Job Description Template – Headquarters and field positions

GENERAL INFORMATION:

Title: Junior Professional Officer in *Programme and Operations – Decent work across the humanitarian-development-peace nexus*

Duty station: *Addis Ababa, Ethiopia*

Duration of the assignment: 12 months, renewable

Grade: P2

Department/ Field Office: *CO Addis Ababa*

Organisational unit: *N/A*

SUPERVISION

Direct Supervision by:

Jean-Yves Barba, CTA PROSPECTS

Content and methodology of supervision:

- A detailed time-bound annual work plan will be agreed between the JPO and the supervisor on duties and tasks to be performed.
 - The JPO will remain part of the PROSPECTS team's daily work; nonetheless, regular meetings between the JPO and the supervisor to monitor achievements and training needs will be scheduled every two months.
 - The JPO will undertake field missions alone or accompany and assist the supervisor (or other members of PROSPECTS and AP/CRISIS unit) during field missions to countries affected by fragility, conflict or disasters and he/she will participate in various internal and external meetings that PROSPECTS and AP/CRISIS staff will be attending.
 - The JPO performance management will be reviewed in accordance with ILO's Performance Management Framework, as applicable to Junior Professional Officers
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INTRODUCTION

Various UN agendas – including the 2030 Agenda for Sustainable Development (SDG16 in particular) and the Sustaining Peace resolutions¹ – and discussions around the Humanitarian-Development-Peace Nexus recognize that achieving development outcomes, and reducing humanitarian need, is dependent upon preventing and transforming violent conflict. The Decent Work Agenda is an essential element of the triple Nexus where employment, decent working conditions and social dialogue can contribute to peace and resilience for both preventing and sustainably recovering from crisis.

In June 2017 the ILO's International Labour Conference adopted a new Recommendation, *No. 205 (2017) on Employment and Decent Work for Peace and Resilience* that provides guidance on promoting decent work opportunities in response to (and prevention of) crises arising from conflict and disasters. The Recommendation pays special attention to the protection, education and training of children and young people in situations of conflict and is founded on the value of social dialogue. The Recommendation is a powerful driver for enduring peace and its dissemination and implementation is a priority for the office.

There is a window of opportunity for improving the management of the forced displacement crises. A new consensus has emerged – especially around the need for displaced persons and host communities to access enhanced economic opportunities and for children on the move to have effective and inclusive access to protection and education. This consensus is reflected in the 2016 New York Declaration for Migrants and Refugees, in the commitments made by governments at the September 2016 Leaders' Summit, in the rolling out of the Comprehensive Refugee Response Framework (CRRF) and in the adoption of the Global Compact on Refugees. It is paralleled by regional and country-level efforts in several areas, including in the Middle East and North Africa region and in the Horn of Africa.

By promoting employment and decent work for peace and resilience, the ILO seeks a strategic impact in countries in situation of fragility, conflict and disaster. The ILO aims to support constituents in implementing policies and programmes for a sustainable response to conflict, climate change, and slow- and sudden-onset disasters.

ILO's global involvement in crises and post-crisis settings is promoted through the Action Programme on Crises and post crisis (AP/CRISIS). The AP/CRISIS supports the implementation of Recommendation No. 205 in the following four main areas of work:

1. Country programming: by providing inputs and assistance to country offices dealing with employment and decent work in situations of fragility, conflict and disasters response and prevention. This includes monitoring fragile and disaster situations and backstopping decentralized programme implementation through liaising with other branches of the Employment policy department, other departments at ILO HQ and DWTs. The AP/CRISIS also disseminates the use of appropriate tools and methodologies (such as PDNA, PCNA and other UN methodologies elaborated with ILO's contribution) and provides inputs to proposals and concept notes for employment recovery and enhancing resilience. The AP/CRISIS plays a crucial role in supporting the coordination of the flagship programme on Jobs for Peace and Resilience (JPR).
2. Building knowledge and produce data on labour market in crisis affected countries and supporting ILO technical departments, field offices and partners (UN, NGOS, etc...) to include

¹ [The ILO's support to sustaining peace through employment and decent work](#)

gender-sensitive conflict analysis, peacebuilding results, indicators and baselines in order to better address and build evidence on the contribution of employment and decent work to natural disasters response and resilience, peacebuilding and social cohesion.

3. Enhancing constituents' capacity: the AP/CRISIS directly develops and strengthens the capacity of tripartite constituents in disaster-prone and conflict affected countries with the aim to enable them contribute to disaster resilience, climate mitigation and peacebuilding. It disseminates relevant knowledge aligned to UN standards in the area of employment and decent work for peace and resilience such as socio-economic reintegration of conflict-affected groups, pre-disaster planning and disaster risk reduction.

4. Partnerships: AP/CRISIS also identifies opportunities, participates and promotes partnerships for joint work and cooperation initiatives with other UN and non-UN entities at the global, regional and country level Humanitarian-development-peace Nexus.

In Ethiopia, the ILO operationalizes its involvement in crisis settings mainly, whilst not exclusively, through the PROSPECTS programme². The ILO addresses the following areas of work through the PROSPECTS programme activities:

1. Stimulate the labour market demand and immediate job creation through employment-intensive investment, local economic and business development and promotion of specific value chains and market systems.

2. Support to labour market institutions, actors, services and compliance and monitoring mechanisms that facilitate the integration of refugees into the labour market in accordance with its strong normative foundation of international labour standards.

3. Bring expertise on technical and vocational education and training and on the recognition of prior learning for certifying the skills of refugees to better ensure access to the labour market, and methods for assessing labour market demand to provide the right skills to refugees needed by employers.

4. Explores and implement initiatives meant to strengthen the inclusion of FDPs into social protection systems related to work.

DUTIES AND RESPONSABILITIES

Under the direct supervision of the Programme Manager for PROSPECTS Ethiopia based in the ILO office in Addis Ababa for operational and administrative issues, technical support from AP/CRISIS in Geneva and the overall guidance of the Director of the CO-ADDIS, based in Addis Ababa, the JPO will contribute to facilitate ILO involvement in situations of fragility, conflict and disaster. With a view to promoting and enhancing ILO's delivery in these settings, the incumbent will build expertise and provide support in the above areas of involvement of AP/CRISIS and PROSPECTS.

The JPO will perform the following duties and responsibilities:

- Contribute to support ILO field offices covered under CO-ADDIS in documenting and reporting on country operations in situations of fragility, conflict and/or disaster with the specific aim to monitor the operationalization of Recommendation No. 205.

² The PROSPECTS Partnership brings together the IFC, the ILO, the UNHCR, the UNICEF and the World Bank to help transform the way governments and other stakeholders, including the private sector, respond to forced displacement crises.

- In light of the dissemination of Recommendation No. 205, contribute to the identification, collection and analysis of lessons learned and best practices on socio-economic reintegration and social inclusion of refugees, internally displaced persons, ex-combatants and other conflict-affected people, particularly youth and women, to build evidence and share knowledge on the contribution of employment and decent work to peace and resilience.
- Contribute to support ILO technical departments, field offices, constituents, and partners (UN, NGOs, etc...) to conduct gender-sensitive conflict analysis and to develop peacebuilding and resilience results, indicators and baselines. Special focus will be on how conflict and disaster affect women differently and how women empowerment can contribute to a peaceful and resilient society.
- In support of technical departments across the clusters “Governance, Rights and Dialogue” and “Jobs and Social Protection”, he/she will support the peace and resilience component of country initiatives across the HDP Nexus, such as projects and programmes in different areas of ILO's competence in selected conflict and disaster-prone countries.
- Support the development and updating of training materials for capacity development of tripartite constituents and other partners operating in fragile and disaster-prone countries.
- Contribute to capacity building and training initiatives (including those organised through the ITC-ILO) addressed at the ILO's constituents, implementing partners and recovery practitioners in situations characterised by fragility, conflict and disaster;
- Support initiatives promoting synergies and joint programmes with other relevant technical cooperation agencies within the UN System as well in the multilateral, bilateral, private and non-governmental system to operationalise Recommendation No. 205 in the framework of the Humanitarian-development-peace Nexus.
- Perform any other duties as assigned by the direct supervisor.

During the period of assignment, the JPO will contribute to the following key outputs:

- Launching, monitoring and evaluating impact of selected initiatives across the HDP nexus to promote peacebuilding, social cohesion and resilience in countries in situations of fragility, conflict and disaster
- Develop, update and disseminate specific tools about employment and decent work across the HDP Nexus in situations of fragility, conflict and disaster

QUALIFICATIONS AND EXPERIENCE

Education:

Minimum:

First level university degree in peace and conflict studies, development studies, development economics, business administration or social science.

Desirable:

An advanced level university degree / Master or Post Graduate Diploma in peace and conflict studies, development studies, development economics, business administration or social science.

Work experience:

Minimum:

At least two years of experience at national, international or academic level dealing with development work

Desirable:

Work experience in national and international organisations or academia dealing with situations of fragility, conflict and/or disaster.

Skills required for the assignment:

Excellent computer skills in MS Office

Strong analytical and research skills

Good report drafting skills

Languages:

Minimum: Excellent command of one working language of the ILO (English, French, Spanish).

Desirable: Good knowledge of a second working language of the ILO would be an asset.

ILO competencies:

The candidate is expected to demonstrate (and be guided by) the ILO core competencies, and specifically:

1. Good communication skills, both written and oral.
2. Capacity to work on own initiative as well as cooperate as a team member.
3. The ability to work in a multicultural environment, and gender-sensitive behaviour and attitudes are also required.

TRAINING COMPONENTS AND LEARNING ELEMENTS

Training components:

Indicate which activities will be used to structure/manage learning

1. Through guidance of the supervisor and senior colleagues, get trained in how to support, including by using remote tools, the design and implementation of innovative approaches to successfully implement field programmes
2. Through daily interaction, participate in seminars and workshops and become familiar with the role and mechanisms of an international organisation such as the ILO
3. Through adhoc training (e.g. in ITC-ILO) become more familiar to both project cycle management and/or specific technical approaches for employment and DW in situations of fragility, conflict and disaster
4. Through on-the-job training as well as ad hoc short skills training, the JPO will have the opportunity to improve her/his managing, communicating, coordinating and drafting skills

Learning elements:

- Become familiar with ILO's institutional and informal coordination mechanisms
- Become familiar with ILO's mandate and role in situations of fragility, conflict and disaster
- Interact with field-based colleagues and practitioners working for partner organisations
- Get acquainted with the work of a multi-disciplinary and multi-cultural team
- Familiarize her/himself with the functioning of the UN system and a specialised agency such as the ILO

- Gain in-depth knowledge of approaches for employment and livelihoods creation/recovery in situations of fragility, conflict and disaster
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BACKGROUND INFORMATION

www.ilo.org/crisis

www.ilo.org/prospects

www.ilo.org/jpr

In the Programme and Budget 2023-24 the JPO will work mainly on output 3.4 on promoting peaceful, stable and resilient societies through decent work

The ILO values diversity among its staff. We welcome applications from qualified women and men, including those with disabilities.

The ILO has a smoke-free environment.