



JOB PROFILE

Title: Programme Officer (JPO)
Grade: P2 (In accordance with Agreement between Donor Country and UNAIDS)
Department/Unit: UNAIDS Country Office in India
Location: New Delhi, India
Duration of assignment: 2 years with possibility of extension

About UNAIDS

Serving Countries and Communities to End Inequalities and AIDS

We, the Joint United Nations Programme on HIV/AIDS, lead the global effort to end AIDS as a public health threat by 2030. By placing the Sustainable Development Goals (SDGs) related to reduction of inequalities at the heart of our work, we lead the global response to AIDS by: (i) maximizing equitable and equal access to HIV services, (ii) breaking down barriers to achieving HIV outcomes, and (iii) integrating efficient HIV responses into wider health and protection systems.

We are committed to creating an equal, safe and empowering workplace culture where all people in all their diversity thrive. We live our values of Commitment to the AIDS Response, Integrity and Respect for Diversity. You can access the full UNAIDS Competency Framework [here](#).

Organizational Context

The UNAIDS AP Regional Office provides leadership and coordinates support for an expanded UN system response to ending the AIDS epidemic at regional and country level. It steers, promotes, and supports regional and national partners and the UN system towards ending AIDS as a public health threat by 2030. Using an equity and equality lens as part of the Sustainable Development Goals (SDGs), the UNAIDS AP Regional Office promotes effective use of strategic information of the epidemic trends and the status of its response and provides technical leadership on people-centered HIV prevention and response in the region focused on key populations and locations most at risk.

The UNAIDS India Country Office provides leadership and coordinates the expanded UN system response in India towards ending AIDS as a public health threat by 2030. Using an equity and equality lens as part of the Sustainable Development Goals (SDGs), the UNAIDS India Country Office scales up HIV services focused on key populations, and other groups

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living with or at risk of HIV (i.e. women and girls in all their diversity, people with disabilities, indigenous peoples) and in locations most at risk.

The UNAIDS India Country Office promotes effective use of strategic information to better understand and track the epidemic and its trends, and to measure progress and sustainable impact of the response in India. It supports efforts to strengthen the capacities of communities and their meaningful engagement in health, social protection, human rights and social justice mechanisms, and gender transformative approaches, and provides intellectual support and technical guidance as necessary to partners, communities, civil society organizations and policymakers.

Supervision

Name of Supervisor: David Bridger

Title of Supervisor: Country Director

Content and methodology of supervision:

As part of the UNAIDS 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 (Performance Evaluation Report) and completion of the yearly Performance Evaluation Reports.
- Effective supervision through knowledge sharing and performance/development feedback throughout the assignment.
- 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.
- Regular calls organized by the Human Resources Department (individually and/or as a group) to establish a community of practice and provide networking opportunities for JPOs. Specific emphasis is set on mentoring and supporting first-year JPOs.

Key responsibilities

Reporting to the UNAIDS Country Director, the incumbent will contribute to UN System and Community partnership strengthening. In particular, the incumbent will have the following responsibilities

UN system partnership and coordination

- Support the UNAIDS secretariat in India in its efforts to convene and coordinate regular meetings of the Joint UN Team on AIDS (UNJTA) to review progress against implementation of the Joint UN Plan on HIV, ensuring effective annual reporting as well as to the UNCT, Government and CSOs as appropriate in the country context.
- Support the UNAIDS and the UNJTA in India with their engagement in the development, implementation and reporting on UN Sustainable Development Cooperation Framework (UNSDCF); assist in making sure that country priorities and

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needs pertinent to ending the AIDS epidemic are fully integrated in the UNSDCF processes;

- Support efforts to foster collaboration and inclusive partnerships with key stakeholders such as National AIDS Control Organisation (NACO), Ministry of Health and Family Welfare, other Government Ministries, sub-national government institutions, civil society organizations, communities, development partners, the private sector and others to advance the rights and ensure equitable access to prevention, treatment and other essential services, with a particular attention to key populations such as women, youth, people living with HIV, prisoners, gay men and other men who have sex with men, sex workers, transgender people, migrant workers and others, as determined by the country context and up-to-date evidence;

Community engagement and support

- Assist the UCO in ensuring that civil society organizations and communities have space to engage in decision-making processes, participate fully in key partnerships and have access to financial and material resources made available by the U.S. President's Emergency Plan for AIDS Relief (PEPFAR), The Global Fund to Fight AIDS, TB and Malaria (GFATM) and other funding agencies.

Knowledge management

- Support the development of a good knowledge base on gender, legal and human rights issues in relation to key populations. Liaise with appropriate departments in Government, civil society organizations and communities for collecting and sharing gender, legal and human rights information on key-populations;
- Support and participate in the development of knowledge management briefs, to benefit the response in the country, in the region or globally, through appropriate representation of UNAIDS positions on gender equality, human rights, community engagement and youth leadership as central to the HIV response. This specifically includes the participation in communities of practices.

Learning Elements:

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

- Fully understand the mission, the values, the strategic priorities and the operating modalities of UNAIDS Joint Programme; demonstrate a solid understanding of the role, objectives and operations of UNAIDS Cosponsors and the Secretariat in India;
- Demonstrate a sound understanding of the HIV epidemic in India, its main drivers and impact on various populations, priorities of the national response, and the place and the contribution of the HIV response to the national health and development agenda;
- Demonstrate a clear understanding of the vision and goals of the Agenda 2030 for Sustainable Development; show ability to explain the linkages between the target of ending the AIDS epidemic under the SDG3 and other Sustainable Development Goals (SDGs);
- Demonstrate competence in 'translating' strategic information into people-centered programmes and interventions, in particular as relates to key populations;
- Demonstrate ability to engage effectively with civil society and community partners;

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- Demonstrate proficiency in the development of the Joint UN Plan on AIDS and in the application of the 'Three Ones' principles of coordination; demonstrate ability to integrate provisions pertinent to ending the AIDS epidemic in the UNSDCF.
- Demonstrate good understanding of the UN reform, its implementation at country level, as well as the role and the contribution to the reform processes of UNAIDS Joint Programme.

Linkages with other units

Internal	Purpose
UNAIDS Regional Support Team in Bangkok	To request and provide information; enlist support/funds/expertise; identify research and development needs

External	Purpose
Staff and Officials of the UN Joint Program in India, and UN agencies, donors, NGOs.	To facilitate/promote provision and exchange of information.
National AIDS Council, other relevant government agencies, civil society organizations and cooperating partners.	To participate/collaborate in reviews, development for planning, and evaluation of activities. To provide reliable information and review documentations related to Key Populations (KPs) .

Post requirements: knowledge and experience

EDUCATION

Essential: Advanced university degree at Master's level in International Development, Public Health, Public Policy/Affairs, Human Rights, Law or Administration, or in similar fields.

EXPERIENCE

Essential: At least two years of relevant work experience, preferably in the field of development at the national or international levels, experience in data analysis and coordination

Desirable: Experience with programme- / project- / initiative-based collaboration with a variety of national and international public sector organizations and international civil society institutions.

LANGUAGES

Essential: Advanced level of English.

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Desirable: Working knowledge of any other UN language an asset.

FUNCTIONAL/TECHNICAL KNOWLEDGE/SKILLS

Knowledge of the AIDS epidemic, globally and its implications.

Understanding of the UN system of organizations and their delivery mechanisms.

Strong analytical and writing abilities.

UNAIDS Values

1. Commitment to the AIDS response
2. Integrity
3. Respect for diversity

Core competencies

1. Working in teams
2. Communicating with impact
3. Applying expertise
4. Delivering results
5. Driving change and innovation
6. Being accountable

Managerial competencies

1. Exercising sound judgement
2. Building relationships and Networks

7. Certified as an accurate description of the work assigned (and performed if the position is occupied):

1st Level Supervisor

Name: David Bridger

Title: Country Director India

Signature:

Date:

2nd Level Supervisor

Name: Eamonn Murphy

Title: Director, RST AP and RST EECA

Signature:

Date: