



JOB PROFILE

Title: Programme Officer, Epidemiology and Monitoring (JPO)
Grade: P2 (In accordance with Agreement between Donor Country and UNAIDS)
Department/Unit: Programme Branch/Data for Impact
Location: Geneva, Switzerland (HQ)
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

UNAIDS is mandated by the UN General Assembly to collect data from countries and report progress towards global AIDS response targets. The Data for Impact Practice leads this AIDS response tracking and reporting, tracks progress and responses towards established targets, identifies inequalities and gaps in the AIDS response, and works to enhance countries' strategic information capacities on the HIV epidemic and response with regards to epidemiology and demographic impact, prevention, treatment and care, societal enablers including laws and policies, and resources (resources with the Equitable Financing Practice).

Supervision

Name of Supervisor: Eline Korenromp

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Title of Supervisor: Senior Adviser, Epidemiology and Modelling

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 Senior Adviser, Epidemiology and Modelling, the incumbent will contribute to summarizing the situation of the global HIV pandemic through analysis of data and production of key graphics for the UNAIDS flagship reports. In particular, the incumbent will have the following responsibilities

- Support the team in monitoring the HIV epidemic globally and in countries
- Support UNAIDS in managing the compilation of key data from countries
- Support the development of tools, methods, guidelines and training material for HIV estimates and the monitoring of the HIV response
- Compile data and support the analyses of HIV epidemiology and the HIV response including analyses of prevalence, incidence, programme coverage and key outcomes
- Contribute to the production of global and regional reports

Learning Elements:

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

- Fully understand the mission, objectives and operations of UNAIDS and cosponsors.
- Demonstrate a thorough understanding of the global AIDS pandemic and its demographic implications.
- Demonstrate a thorough knowledge of the dynamics of the HIV epidemics in different regions and the impact of programmes on the course of the pandemic.

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- Demonstrate a thorough knowledge of mathematical modelling software to estimate levels and trends in HIV, and its application to data sets of different density and quality

Linkages with other units

Internal	Purpose
With other teams in Geneva	To request and provide information and data Support exchange of information and joint analyses of data
UNAIDS DFI Practice	To exchange information on epidemiology and the HIV response

External	Purpose
With UNAIDS co-sponsors and external partners.	To discuss, develop and execute joint work and projects related to epidemiologic data compilation and analysis

Post requirements: knowledge and experience

EDUCATION

Essential: Advanced university degree at Master's level in epidemiology, demography, public health or similar academic qualification. Experience and or post graduate training in epidemiology an asset.

EXPERIENCE

Essential: At least two years of relevant work experience, preferably in the field of epidemiology, demography, public health or statistics. Experience with data management and translating data into strategic information

Desirable: Experience with communication about public health.

LANGUAGES

Essential: Advanced level of English.

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

FUNCTIONAL/TECHNICAL KNOWLEDGE/SKILLS

Knowledge of the HIV pandemic globally

In depth knowledge of quantitative research including data management and analysis

Understanding of the UN system of organizations would be an asset

Strong analytical and writing abilities.

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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: Eline Korenromp, Senior Adviser, Epidemiology and Modelling

Signature:

Date:

2nd Level Supervisor

Name: Mary Mahy, Team Lead, Strategic Information to End Inequalities

Signature:

Date: