

#### **14. A. General Information**

**JPO functional title:** Programme Analyst, Population and Development

**Main sector of assignment:** Data for Development

**Duty Station:** Freetown, Sierra Leone

The UNFPA Junior Professional Officer (JPO) Programme is intended to provide on-the-job training for young professionals who wish to obtain practical experience in development assistance. It gives them an opportunity to acquire professional knowledge in population projects in a developing country.

#### **B. Supervision**

**Title/Level of Supervisor:** Quality Assurance Specialist, NOD

#### **C. Information for Donor Consideration**

1. How could the work experience in your particular work unit and the proposed ToR benefit the JPO's possible retention and career advancement in the UN System or UNFPA?  
UNFPA is the leading UN Agency in the field of population dynamics and data analysis. Working with UNFPA Sierra Leone will expose the JPO to a wealth of knowledge and expertise in such areas as demographic analysis, population data collection and management, small area estimation as well as research and knowledge management; all valuable for career advancement, within the UN system or in other development institutions. The JPO position offers a unique opportunity to acquire valuable skills, build a strong professional network and make a meaningful impact on population and data-related issues. It can be a transformative experience that can shape a JPO's career trajectory and prepare them for future technical leadership roles in the field of international development.
2. Does the supervisor have experience managing and coaching a young professional, and for how many years?  
The JPO would benefit from streamlined job-on-training, mentorship and coaching opportunities individually and as well as collectively alongside other JPOs, international UNVs and national interns being hosted by UNFPA Sierra Leone. The Country Office's Tangerine Chapter, part of the global network for young people working in UNFPA, would provide the JPO with an opportunity to benefit from peer support as well as the co-creation of career-enhancement initiatives.
3. Is the work unit expected to undergo a realignment or currently in the process of realignment?  
UNFPA Sierra Leone is in the process of developing its 8th Country Programme (2025-2030) which may include an HR realignment aimed at ensuring the full alignment of the HR function with the vision and priorities of the new country programme.
4. Subject to satisfactory performance, could the work unit co-fund (50-50) the JPO post in the final year of assignment?  
UNFPA Sierra Leone has previously co-funded JPO positions in the final year of assignment and is open to pursuing this modality, subject to satisfactory performance.
5. How many P-2, P-3, and P-4 posts does the work unit currently have?  
UNFPA Sierra Leone currently has two P-3 positions and four P-4 positions.

#### **D. Duties and Responsibilities**

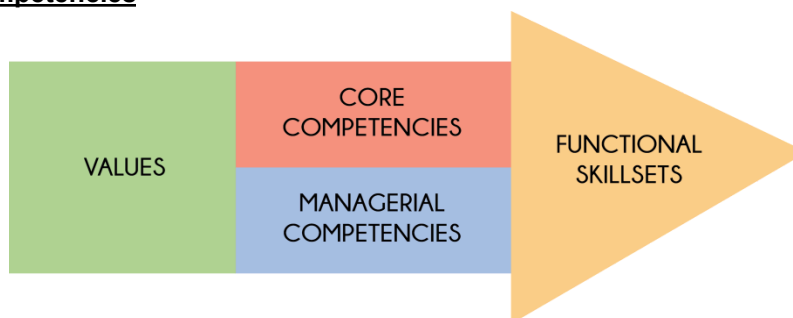
- Provide technical support to meet the data needs of UNFPA in the areas *reducing* unmet need for family planning, preventable maternal deaths and sexual and gender-based violence including other harmful practices.

- Analyze national plans and development frameworks and prepare briefs and inputs for policy dialogue to address population and development issues in line to ICPD Action Plan.
- Support the generation and documentation of evidence and knowledge on current and emerging issues related to UNFPA's mandate areas. This will include support to analysis and documentation of programme strategies, approaches and results, lessons learned, best practices, etc., as well as UNFPA's actions to disseminate and influence use of the knowledge.
- Participate in the provision of technical support to the Government in the analysis of population data to inform development planning at all levels of government.
- Support the coordination of data for development in close collaboration with UN Agencies, the Government and development partners.
- Provide analytic support to periodic estimations of those at risk of key poor reproductive health outcomes and/or human rights violations, including FGM, child marriage and sexual and gender-based violence (SGBV)
- Support UNFPA's engagement in the UN Delivery as One modality and implementation of the United Nations Sustainable Development Partnership Framework (UNSDPF) in Sierra Leone.
- Participate in advocacy and resource mobilization efforts of the Country Office by ensuring preparation of relevant documentation such as project summaries, speeches, donor profiles and participating in donor meetings.
- Support the development and maintenance of innovative data dissemination tools and infographics
- Participate in advocacy and resource mobilization efforts by ensuring the development of evidence-based results frameworks
- Support the evidence-informed development and implementation of priorities for data and development, and assist Implementing Partners and the Country Office in reporting on quarterly and annual milestones in accordance with agreed annual targets.
- Performs any other duties as assigned by the UNFPA Representative

#### **E. Qualifications and Experience**

- Post-graduate university degree or equivalent in the quantitative social sciences, such as statistics, economics, demography, public health epidemiology, sociology or related discipline, with specialized knowledge in the field of data analysis, statistics or population dynamics
- At least 2 years of experience in Data for Development. Prior experience in developing countries is an asset.
- Fluency in English. Knowledge of English (other working languages of the UN) is an asset
- Ability to write clearly and concisely.
- Initiative, sound judgment and demonstrated ability to work harmoniously with staff members from different national and cultural backgrounds.

#### **F. Required Competencies**



**Values:** Exemplifying integrity, Demonstrating commitment to UNFPA and the UN System, Embracing cultural diversity, Embracing change.

**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

## **G. Background Information**

### **Information on the receiving office:**

UNFPA has been operating in Sierra Leone since 1971 and is currently implementing its 7th Country Programme (2020-2024). The Office has 45 personnel who include 11 international and 34 national personnel. UNFPA's vision centers on ending preventable maternal death in Sierra Leone by accelerating progress on universal access to family planning, addressing social norms that curtail sexual and reproductive health and rights, and investing in data and evidence generation and analysis to inform national policies and strategies and strengthen delivery of quality services. UNFPA is also supporting the Government of Sierra Leone in the implementation of an ambitious development agenda, including the Free Health Care Initiative, the National Youth Policy, National Policy on Radical Inclusion in Education and integration of comprehensive sexuality education into the basic education curriculum. In order to generate the evidence to inform the implementation of these national frameworks, UNFPA invests in the data generation and analysis, research, monitoring and learning.

### **Family / Non-family Duty Station – means that you are not allowed to bring any family members:**

Freetown is a Family Duty Station.

### **Living conditions at the Duty Station:**

Freetown is the capital and largest city of Sierra Leone, located on the Atlantic coast in West Africa. It is a vibrant and bustling city with a rich history and diverse culture. English is the official language while Krio is the most widely spoken local language. Freetown has a tropical climate with high humidity and temperatures that range from 75°F to 85°F. The rainy season lasts from May to October, which can cause flooding and landslides in some areas. It's important to be prepared for the weather and take necessary precautions. There are a variety of housing options available in Freetown, from apartments and condos to houses and villas. The cost of living can be quite high, especially in more affluent neighborhoods. Traffic can be quite heavy, so it's important to plan ahead and allow plenty of time to get around. Like any major city, Freetown has its share of crime and safety concerns. It's important to be aware of your surroundings and take precautions to protect oneself and belongings. Freetown is a diverse city with a rich cultural heritage. It's home to a variety of ethnic groups, each with their own traditions and customs.