

## **21. A. General Information**

**JPO functional title:** Programme Analyst, Strategic Partnerships

**Main sector of assignment:** Strategic Partnerships and External Relationships

**Duty Station:** Istanbul, Türkiye

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 enhancing partnerships at regional and national level to advance ICPD agenda, building valuable skills in communication, negotiations and coalition-building, and managing intergovernmental processes to advance rights of women and young people, achieving gender equality in the context of profound demographic shifts and successfully addressing pushbacks to gender equality and human rights.

## **B. Supervision**

**Title/Level of Supervisor:** Regional Advisor, Strategic Partnerships, P-5

## **C. Duties and Responsibilities**

Under the overall supervision of the UNFPA Regional Advisor, Strategic Partnerships, the JPO will support i) the UNFPA Regional Office in implementing the regional programme in Eastern Europe and Central Asia, including exploring new strategic partnerships for the region; ii) building the understanding of political and development challenges and opportunities in Europe, and utilizing available resources, for effectively manage intergovernmental policies and policy dialogue on ICPD and 2030 Agenda in Eastern Europe and Central Asia iii) the Country Offices in the design and implementation of their resource partnership and mobilization plans and related activities. Specifically, the JPO will provide:

- Support the strategic analysis and foresight on regional development context with special attention to gender equality, sexual and reproductive health and rights, youth engagement and demographic shifts.
  - Conduct research and analysis on political developments in the region and possible implications on advancing ICPD agenda in the region;
  - Keep abreast of member states development focus and interest as well as EU enlargement process and opportunities for addressing inequalities.
- Support for the implementation of UNFPA's Stakeholder Engagement Strategy in the region
  - Conduct research on the organizations representing disadvantaged groups - people with disabilities, Roma, etc. and work on engagement opportunities.
  - Contribute to intergovernmental processes in the region and advancement of UNFPA flagship initiatives.
  - Support the knowledge sharing among UNFPA offices, also through the planning of webinars, capacity building sessions and written guidelines for country offices.
  - Contribute to innovation and South-South cooperation in the region.
  - Following-up on Country Offices efforts to ensure strategic partnerships building.
- Support the outreach to different stakeholders, including EU, Regional organizations, CSOs, UN entities, IFIs, etc for new partnerships.
  - Contribute to the development of briefing notes, concept notes, reports.
  - Collaborate with the RO communication and resource mobilization team to bring more visibility to UNFPA's results and funding needs.
  - Work closely with technical advisers and communication colleagues on documenting good practices on policy development and implementation, stakeholders engagement and advocacy efforts.
  - Contribute to interest groups analysis, stakeholders engagement strategy development and implementation.
  - Contribute to the organization of outreach events, including briefings.
  - Any other tasks given by the Regional Advisor, Strategic Partnerships and the Regional Office.

#### D. Qualifications and Experience

- Postgraduate degree in social sciences, international relations, communication, or related fields.
- At least 2 years of experience in external/ donor relations, and/or partnerships, including with the private sector.
- Experience in program management as well as prior working experience in developing countries is an advantage.
- Fluency in English. Knowledge of 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

#### E. Learning Elements

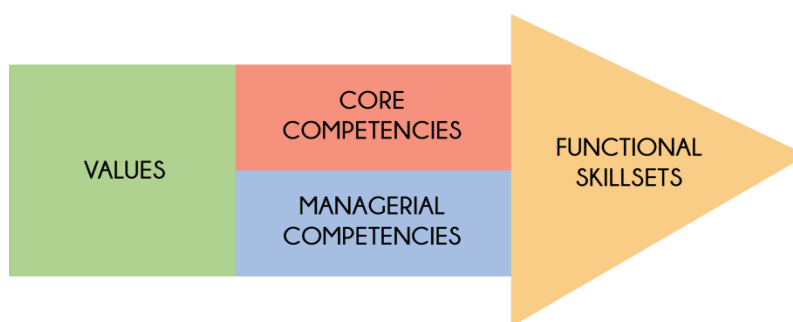
Upon completion of the two-year assignment, the JPO will be able to:

- Appraise and prepare resource mobilization strategies, programmes and action plans addressing UNFPA priorities (maternal Health, family planning, youth, gender and human rights, youth engagement, etc.)
- Write reports on intergovernmental processes, document good practices on policy development and implementation on gender equality, SRHR, youth engagement, etc.
- Develop communication materials for advocacy and resource mobilization purposes.
- Set up partnerships with different partners and stakeholders.

Furthermore, the JPO position at EECA RO offers a dynamic platform for career growth:

- Global Exposure: Engage in diverse, multilateral work, collaborating with various stakeholders.
- Resource Management Skills: Learn hands-on strategies for securing funds and managing partnerships, gaining valuable skills.
- Networking Opportunities: Build relationships with regional organizations and different stakeholders (IFIs, UN agencies, private sector, foundations, INGOs, etc) that can open doors for future career prospects.
- Skill Development: Enhance negotiation, coalition-building, project management, and communication skills in an international context.
- Impactful Contribution: Directly contribute to global development efforts, addressing pressing challenges in the WCA region.

#### F. Required Competencies



**Values:** Exemplifying integrity, demonstrating commitment to UNFPA and the UN System, embracing diversity in all its forms, 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

**Functional Skill Set:** Good interpersonal and diplomatic skills Integrity, tact and discretion, Knowledge of resource mobilization and negotiation skills, Good oral and written communication skills, Good level of judgment and initiative, Excellent time management, Attention to details and service oriented, Willingness to creatively solve problems

## **G. Background Information**

**Information on the receiving office:** Istanbul is a rapidly expanding hub for international organizations including United Nations entities. This translates to opportunities to open and explore innovative relationship in the EU, Central Asia as well as effectively contribute to global and strategic initiatives.

**Family Duty Station** (means that you are allowed to bring family members).

UNFPA's Regional Office for Eastern Europe and Central Asia (EECARO) is based in Istanbul, Türkiye and covers 17 country offices and territories in the region. Headed by a Regional Director and supported by technical/programme advisers and specialists, the Regional Office in Istanbul and its Sub-regional Office in Almaty provide strategic support and technical expertise to the country offices, including policy advice, guidance, training and support. The office helps countries use population data, ensure the reproductive health and rights of women and young people, and achieve gender equality. UNFPA's [Demographic Resilience programme](#) assists countries with strengthening their capacity to understand and anticipate the population dynamics they are experiencing, and ensure they have the skills, tools, political will and public support to manage them. to structure and support their efforts on partnership development and resource mobilization.