

### **30. A. General Information**

**JPO functional title:** Innovative Technology Analyst

**Main sector of assignment:** Innovation Unit: innovative technologies, gender-equitable and women-centric innovation, knowledge management

**Duty Station:** New York, United States

### **B. Supervision**

**Title/Level of Supervisor:** Chief, Innovation Unit, P-5

### **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?

The work experience in the Innovation Unit ensures the immersion of JPO to a holistic understanding of UNFPA operations and strategic priorities, leading to the attainment of valuable skills and knowledge. The proposed ToR includes specific objectives and tasks that are aimed at enhancing the JPO's professional competencies essential for career advancement in the UN System. The ToR also encourages the JPO to engage with other UNFPA Business Units, providing an opportunity to build a robust professional network and gain insights into various aspects of UNFPA and broader UN System work.

Furthermore, the Chief of the Innovation Unit is committed to providing mentorship and continuous learning opportunities to the JPO. This includes regular individual and team feedback sessions, access to training and professional development opportunities, and participation in initiatives and events relevant to UNFPA's mandate, including encouraging participation in Tangerines - the network of young professionals at UNFPA. Additionally, the team, in large part consisting of young professionals, provides a supportive environment rooted in collaboration and peer exchange.

The experience and skills gained through the proposed ToR are designed to be directly applicable to various roles within UNFPA and the UN System, building an excellent foundation and enhancing the JPO competitiveness for future opportunities and career advancement. The nature of the innovation portfolio, and this specific ToR, features extensive networking opportunities, both within and outside of UNFPA.

2. Does the supervisor have experience managing and coaching a young professional, and for how many years?

Yes. The supervisor possesses significant experience in directly managing and coaching young professionals. Prior to the experience in the Innovation Unit, the supervisor was coaching young professionals for 5 years in the Executive Office and the Regional Office, including the leading role in designing and launching the first ever JPO programme for young professionals from Africa and of African descent. Over the past four years, the supervisor has been leading the Innovation Unit, largely consisting of young professionals. This has included two JPOs, two international professionals at the P2 and P3 levels, and four young professionals under Individual Consultant contracts, whose professional development is evident from their successful project outcomes, and progressive career advancements within the Organization.

Beyond managing the Unit's personnel, the supervisor has demonstrated a strong commitment to the professional growth of young professionals. This is evident through the implementation of various projects aimed at supporting and uplifting young people. Most notably the Young Innovator Fellows Programme in 2022 and two Innovation Challenges aimed at supporting young social entrepreneurs, including young people with disabilities.

In addition, as part of the UNFPA 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 and performance indicators

- Effective supervision through knowledge sharing and performance/development feedback throughout the assignment
- Easy access to the supervisor
- 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
- If more than one supervisor; clear agreement of the roles and responsibilities between the relevant parties
- Annual performance appraisal and development with the supervisor

In addition, the following specific supervision arrangements will apply:

The JPO will work under the direct supervision of the Chief of the Innovation Unit at the Office of the UNFPA Executive Director, while working closely with the Innovation team and other business units, in particular the Resource Mobilization Branch and Strategic Partnerships Branch.

3. Is the work unit expected to undergo a realignment or currently in the process of realignment?  
No.
4. Subject to satisfactory performance, could the work unit co-fund (50-50) the JPO post in the final year of assignment?  
Yes, the funding of the final year of assignment is open to consideration.
5. How many P-2, P-3, and P-4 posts does the work unit currently have?  
One P-4, one P-3 and one P-2 JPO.

### **C. Duties and Responsibilities**

The JPO will carry out actions to develop and enhance the Innovation Team's efforts on how UNFPA can leverage the opportunities of innovative technologies and ensure women-centric innovation leaving no one behind. The JPO will be responsible for the following duties:

1. **Technical Support and Assistance to Country Teams:**
  - Support technical and operational assistance to UNFPA's regional and country innovation activities, focusing on the application of technology solutions in women's health, data innovations, and gender equitable design.
2. **Inclusive Technology Solutions:**
  - Identify, advance, and implement inclusive gender-equitable and women-centric technology solutions tailored to the unique needs and contexts of Country Offices, ensuring equitably designed technology acts as a catalyst for equitable development.
  - Promoting the development, adoption, use, and support of innovative technology solutions in women's health "global public goods" with other partners and stakeholders, and in both development and humanitarian settings.
3. **Integration of UN 2.0:**
  - Promote the integration of 'UN 2.0' within the thematic area of women's health to enhance program effectiveness in data, digital innovation, foresight, and behavioral science at the regional and country levels.
4. **Research and Trend Analysis:**
  - Conduct research and compile insights on emerging trends in using and scaling women's health technology interventions and other innovations relevant to UNFPA's innovation priorities at global, regional, and country levels.
5. **Stakeholder Engagement:**
  - Support engagement and collaboration with partners and stakeholders to advocate for the development, adoption, and support of innovative technology solutions in women's health, both in development and humanitarian settings.

**6. Project Management:**

- Support management of relevant innovation and digital solutions projects in women's health, within UNFPA portfolio, including tracking progress, targets, milestones, and deliverables, while providing knowledge management support.

**7. Capacity Building and Innovation Culture:**

- Support the community of innovators at UNFPA and strengthen the innovation culture within the organization by facilitating capacity building, supporting technology solutions and digital innovation platforms, such as the UNFPA *Ideas Bank*, curating challenges and initiatives,, connecting with the internal and external ecosystem of innovators, supporting capacity building for the Regional and Country Offices.

**8. Showcasing Innovation:**

- Promote opportunities to showcase UNFPA's innovation and digital solutions in women's health activities through various fora and support knowledge management through internal and external platforms and events.

**9. Ad Hoc Support:**

- Execute additional tasks and responsibilities as directed by the Chief of the Innovation Unit, providing support to various innovation partnership portfolios and addressing emerging needs within the office.

**D. Qualifications and Experience**

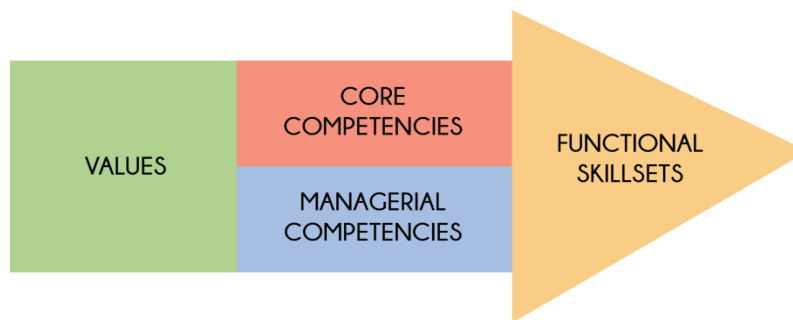
- Postgraduate degree in humanities, social sciences, international development, innovation, technology, business or other relevant field.
- At least 2 years of experience in in the fields of international digital health, technologies, and social innovation;
- Prior experience in developing countries is an asset.
- 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 demonstrate:

- **Digital Solutions Adoption:** Ability to support the adoption of digital solutions in women's health, advancing opportunities for women and girls through technology and innovation.
- **Culture of Innovation:** Ability to foster a culture of innovation and capacity building within UNFPA, including knowledge management initiatives.
- **Partnership Engagement:** Enhanced skills in partnership engagement for the innovation platform through various modalities, fostering collaboration and support for innovative initiatives.
- **Strategy Analysis and Reporting:** Proficiency in conducting quality strategy analysis and producing reports on critical programming issues related to innovation and digital solutions in women's health.
- **Project Management and Monitoring:** Enhanced experience in facilitating project implementation and monitoring, ensuring adherence to UN rules and procedures.
- **Stakeholder Interaction:** Strengthened network gained through interaction with a diverse range of partners, advocating for UNFPA's mandate and country priorities within the context of innovation and technology solutions.
- **Scenario Planning and Innovation Management:** Develop the ability to anticipate, analyze, plan for, and manage future scenarios and opportunities within the innovation portfolio, contributing to the mainstreaming of innovation at the UN Agency.

## 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.

## G. Background Information

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

Innovation is essential for UNFPA to deliver at the scale and pace needed to realize the ICPD Programme of Action and achieve the three Transformative Results by 2030. To enable UNFPA to be fit-for-challenge to achieve the outputs in complex development and humanitarian contexts and to sustain peace, UNFPA commits to harness innovation to meet tomorrow's challenges and boost its impact, especially for those furthest behind, and leverage opportunities, social capital, funding and technology. UNFPA Strategic Plan has identified innovation as a key accelerator to realize its objective and achieve the Sustainable Development Goals.

The Innovation Unit is located at the Office of the UNFPA Executive Director and supports ongoing corporate activities and initiatives on innovation. The Unit is focusing on 4 key pillars: strengthening architecture and capacity building for innovation, communication and enabling culture for innovation, innovative financing and partnerships.

The Innovation team is led by a Chief of the Innovation Unit, who reports to the UNFPA Chief of Staff, and works in close consultation with the Deputy Executive Director for Management and the Deputy Executive Director for Programme. The Innovation Unit consists of the Chief of the Innovation Unit and the Risk and Opportunity Management Officer, and supported by a shared admin/finance function.

The Innovation Unit functions as a creative, interactive, and agile team that will be placed at a cross-divisional intersection, working closely with all respective Business Units across the organization, connecting the dots across the organization to enable, accelerate and catalyze innovation at UNFPA. The Unit coordinates the work of the Equalizer Accelerator Fund, supporting innovations by , for and with women. It includes investments in women-centric innovations through innovation challenges and WomenX Collective, and building a partnership platform through the Equity 2030 Alliance.