

32. A. General Information

JPO functional title: Programme Analyst, PSEAH

Main sector of assignment: Protection from Sexual Exploitation and Abuse and Sexual Harassment

Duty Station: New York, USA

B. Supervision

Title/Level of Supervisor: Global PSEAH Coordinator, 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?
Protection from Sexual Exploitation and Abuse is an increasingly emerging, evolving, and prioritized area of work across the humanitarian, development and peacekeeping sectors. This work is considered core to any organizational mandate, contributes to building accountability and promoting culture change. This positioning of the PSEAH Unit will also expose the JPO to leadership, strategic thinking and planning, and meaningful engagement with other UN and IASC partners (through the wide range of UN system and Interagency PSEAH-focused working groups), and UNFPA's country and regional offices.
2. Does the supervisor have experience managing and coaching a young professional, and for how many years?
The supervisor has more than 10 years of supervisory experience and mentorship of young professionals, including as a current adjunct professor at George Washington University Elliott School, where she both teaches and mentors graduate level students and supports their professional development. PSEAH team professional development and staff well-being are also built into the first objective of the PSEAH Strategy.
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?
Depending on availability of core and non-core funding, yes.
5. How many P-2, P-3, and P-4 posts does the work unit currently have?
Two P-3, one P-4, and with additional P-3 consultants to support discrete projects currently being recruited.

D. Duties and Responsibilities

1. Support with the development of comprehensive and technically sound and consistent internal and external communications and advocacy materials for all UNFPA personnel.
2. Support with the development of a technically comprehensive standardized set of learning support resources for personnel, PSEA Focal Points, and leadership.
3. Support with the design and implementation of the Global PSEAH Ideation Challenge and ensure that the innovative solutions emanating from this are reflected in the standardized core learning package.
4. Support PSEAH Specialists in their provision of technical assistance and guidance to RO and CO PSEA Focal Points
5. Support with researching, collecting and analyzing documents/information on relevant topics, including contributing to the development of analytical briefs, briefing notes and notes to files.
6. Updating and maintaining content and utilization of the PSEAH Portal

7. Perform other duties as required.

E. Qualifications and Experience

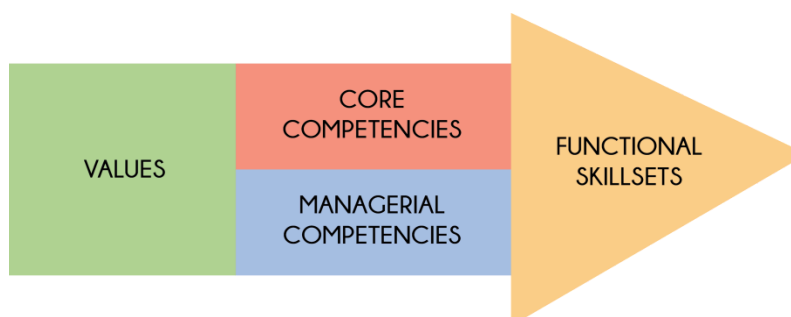
- Postgraduate degree in social sciences or related fields with specialized knowledge in the field of Law, Education, Public Health, Sociology, Social Work Gender (including GBV) or International Development.
- At least 2 years of experience in gender equality, protection, gender-based violence, or mental health and psychosocial support. Prior experience in developing countries or humanitarian settings is an asset.
- Fluency in English. Knowledge of French, Arabic, or Spanish (other working languages of the UN) is an asset
- Ability to write and communicate clearly and concisely
- Initiative, sound judgment and demonstrated ability to work harmoniously with staff members from different national and cultural backgrounds

F. Learning Elements

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

- Appraise and prepare projects addressing sexual exploitation and abuse, and sexual harassment (SEAH); barriers and enablers to reporting SEAH, and SEAH risk analysis and mitigation activities
- Write assessment reports on the subject of SEAH (focused on trends, patterns, and analysis utilized during the course of the JPO assignment)
- Monitor progress in alleviating SEAH, implementing effective prevention, and ensuring holistic response using participatory research methodologies, the IASC SEA Risk Overview Index, and the PSEAH Unit monitoring, evaluation, and analysis toolkit
- Prepare project budgets on the basis of impactful PSEAH approaches, tangible SEA risk analysis actions, effective PSEA Network coordination approaches, and global-level PSEAH strategic initiatives

G. 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.

Functional Skill Set:

- Empathy, integrity, and an ability to respect confidentiality and to discuss difficult and sensitive issues.
- Ability to show kindness and compassion.
- Good communication skills, including fluency in relevant languages, is an asset.
- Experience of working directly with local communities and sensitivity to cultural diversity.
- Ability to advocate with senior leadership.

H. Background Information

Information on the receiving office:

PSEAH Unit is embedded within the Office of the Executive Director, and is staffed with the Global PSEAH Coordinator (an International P-5), an International PSEAH Specialist (a P4), and two International PSEAH Specialist Consultants (both P3s, one of which is vacant). The PSEAH Unit, under the leadership of the DED-Management as the Senior Agency PSEAH Focal Point, oversees the Fund's efforts to ensure personnel and the communities we serve are protected from sexual exploitation and abuse and sexual harassment. The Unit works closely with the Office of Audit and Investigative Services (OAIS), the Legal Unit, the Ethics Unit, and the Division of Human Resources to ensure meaningful actions to prevent and respond to sexual misconduct across the Organization. The Unit maintains all PSEAH technical standards and resources, leads on the implementation of the UNFPA PSEAH Strategy, and provides technical support and guidance to UNFPA's 250+ PSEA Focal Points. The Global PSEAH Coordinator also represents the Fund at the UN System and Interagency level in various PSEAH-focused executive groups, technical advisory groups, and working groups.

Family / Non-family Duty Station – means that you are not allowed to bring any family members:
New York is a Family Duty Station.