



## JOB PROFILE

**Title:** HIV Sustainability Programme Officer (JPO)

**Grade:** P2

**Division/Unit:** UNAIDS Country Office India

**Location:** New Delhi, India

**Duration of assignment:** 2 years with possibility of extension (in accordance with agreement between donor country and UNAIDS and subject to availability of funding)

### 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](#).

### Mandate of the Country Office

Provide leadership and coordinate support for an expanded UN system response to support countries towards ending the AIDS epidemic as part of the Sustainable Development Goals. To promote, support and provide guidance to national partners and the UN system in reaching Global AIDS targets by 2020 with a Fast-Track approach to rapidly scale up HIV services focused on populations and in locations most affected by the epidemic. Promote effective use of strategic information and documentation of trends on the epidemic and the response as well as provide intellectual leadership on the status of the response to HIV in the country.

The United Nations Joint Team on AIDS in India is comprised of UN agencies active in the HIV response in the country and represents one of the largest Joint Teams on AIDS in the Asia-Pacific Region. The Programme Officer (JPO) will be tasked with assisting the UNAIDS Country Office in supporting the coordination of the UN Joint Team on AIDS and the accompanying Joint Programme of Support for 2022-23.

## Supervision

**Name of Supervisor:** David Bridger

**Title of Supervisor:** UNAIDS Country Director

### 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 Reports), and completion of the yearly Performance Evaluation Reports.
- Effective supervision through knowledge sharing and performance/development feedback throughout the assignment.
- Easy access to the supervisor.
- Mentoring and supervision modality will be tailored to the needs and professional interest of JPO.
- Coaching on building confidence and professionalization in the UN system and international working arena while learning and respecting local culture and systems.
- 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.

## 1. Key responsibilities

Under the direct supervision of the UNAIDS Country Director (UCD) in India, and subject to the changing working environment and partnership with government, the incumbent will:

- Assist the UCD and the UNAIDS Country Office (UCO) team in integrating an HIV sustainability agenda into national and state level planning processes.
- Support in strategic research and drafting of material to provide technical support to Country Office to mainstream Sustainability related issues into different programmes and initiatives.

- Support the UCO team in convening, coordinating and facilitating the Joint UN Team on AIDS and aligning the HIV sustainability approach to the Joint Programme.
- Assist the UCD, the UCO team and the Joint UN Team on AIDS (Joint Team) in monitoring and reporting of the Joint UN Plan on AIDS, in accordance with the priorities of the United Nations Sustainable Development Cooperation Framework (UNSDCF).
- Assist efforts of the UCO team to foster collaboration and inclusive partnerships with key stakeholders such as National AIDS Control Organisation (NACO), Ministry of Health and Family Welfare, other Government Ministries, sub-national government institutions, civil society organizations, communities, development partners, the private sector and others to advance the rights and ensure equitable access to prevention, treatment and other essential services, with a particular attention to key populations, as determined by the country context and up-to-date evidence.
- Assist in organizing and managing events with key stakeholders' consultations, meetings, summits etc.)
- Support in the development communication products and knowledge sharing initiatives within India and in support of South-South collaboration, that showcase best practice in India.
- Assist in preparation of monthly/quarterly review decks for internal and external meetings.

#### Learning Elements:

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

- Fully understand the mission, the values, the strategic priorities and the operating modalities of UNAIDS Joint Programme; demonstrate a profound understanding of the role, objectives and operations of UNAIDS Cosponsors and the Secretariat in India.
- Demonstrate a good understanding of the HIV epidemic, its main drivers and impact on various populations, key principles and core priorities of the HIV response; demonstrate a thorough knowledge of the AIDS epidemic in India, its implications, priorities of the national response, and the place and the contribution of the HIV response to the national health and development agenda.
- Demonstrate a sound understanding of the HIV sustainability agenda and its relevance for India as it heads towards the 2030 goal of ending AIDS as a Public Health threat.
- The goal of the new sustainability approach is to use a transformative lens, articulating the shifts needed for the long-term sustainability and lasting impact of the HIV response. The new approach calls for a country driven and owned processes that leverage country data and information, that will chart the pathways for country level strategies and actions to achieve and sustain impact and leave no one behind.
- To support these actions, sustainability will be at the top of the UNAIDS India priority agenda for 2024-2025.
- Demonstrate a good understanding of the Agenda 2030 for Sustainable Development; show ability to explain the linkages between the target of ending the AIDS epidemic under the SDG3 and other Sustainable Development Goals (SDGs).
- Follow up discussions on technical issues on HIV with counterparts in order to help promoting HIV-related policies and programmes, at national and sub-national levels.
- Demonstrate competence in 'translating' strategic information into people-centered programmes and interventions, in particular as relates to key populations.
- Demonstrate ability to engage effectively with civil society and community partners.

- Demonstrate proficiency in the development of the Joint UN Plan on AIDS and in the application of the 'Three Ones' principles of coordination; demonstrate ability to integrate provisions pertinent to ending the AIDS epidemic in the UNSDCF.
- Demonstrate good understanding of the UN reform, its implementation at country level, as well as the role and the contribution to the reform processes of UNAIDS Joint Programme.

## 2. Linkages

Internal	Purpose
UNAIDS Regional Support Team in Bangkok and in UNAIDS, Geneva.	To request and provide information; enlist support/funds/expertise; identify research and development needs.
UNAIDS staff in various countries.	Exchange/share experiences and views; develop collaboration - linkages between different national efforts and organizations
External	Purpose
Heads of HIV in other UN agencies.	To provide assistance and support in their coordinating role; to assist in planning and finding and utilization of available information; to provide reliable information related to vulnerable groups
National AIDS Council, other relevant government agencies, civil society organizations and cooperating partners.	To participate/collaborate in reviews, development for planning, and evaluation of activities. To provide reliable information and review documentations related to Key Populations (KPs) .
Staff and Officials of the UN Joint Program in Vietnam, and UN agencies, donors, NGOs.	To facilitate/promote provision and exchange of information.

## 3. Position requirements: knowledge and experience

### EDUCATION

Advanced University degree at Master's level in international development, social or physical sciences, public health, management, or in similar fields.

### EXPERIENCE

Two years of work experience preferably in programme management in public or private sector at the national or international levels, experience in data analysis and coordination.

### LANGUAGES

Essential: Excellent knowledge of English.

Desirable: Working knowledge of another UN official language. Knowledge of the local language will be an asset.

## **FUNCTIONAL/TECHNICAL KNOWLEDGE AND SKILLS**

Knowledge of the AIDS epidemic, globally and its implications.

Understanding of the UN system of organizations and their delivery mechanisms.

### **4. UNAIDS Values**

1. Commitment to the AIDS response
2. Integrity
3. Respect for diversity

### **5. Core competencies**

1. Working in teams
2. Communicating with impact
3. Applying expertise
4. Delivering results
5. Driving change and innovation
6. Being accountable

### **6. 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 post is occupied):**

**1<sup>st</sup> Level Supervisor**

Name: David Bridger

Title: UNAIDS Country Director

Signature:

| December 2024

Programme Officer (JPO) India | 5

Date:

**2<sup>nd</sup> Level Supervisor**

Name: Eamonn Murphy

Title: Regional Director

Signature:

Date: