**Programme Analyst**

**Job title: Programme Analyst, Gender**

**Level: NO-A**

**Position Number:**

**Location: Colombo, Sri Lanka  
Full/Part time: Full-Time**

**Fixed term/Temporary: Fixed Term**

**Rotational/Non Rotational: Non-Rotational**

**Duration: One year (renewable)**

**The Position:**

The Programme Analyst, Gender is located in the UNFPA Sri Lanka Country Office, Colombo to support effective Country Programme and project delivery addressing the immediate humanitarian needs, supporting national capacity building and ensuring an integrated continuum approach across the humanitarian-development nexus.

The Programme Analyst assists in the analysis and assessment of relevant political, social and economic trends, guiding and facilitating the delivery of UNFPA’s programmes.

You will report to the Programme Analyst – Gender and Women’s Rights (snr).

**How you can make a difference:**

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA’s strategic plan (2022-2025), reaffirms the relevance of the current strategic direction of UNFPA and focuses on three transformative results: to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices. These results capture our strategic commitments on accelerating progress towards realizing the ICPD and SDGs in the Decade of Action leading up to 2030. Our strategic plan calls upon UN Member States, organizations and individuals to “build forward better”, while addressing the negative impacts of the Covid-19 pandemic on women’s and girls’ access to sexual and reproductive health and reproductive rights, recover lost gains and realize our goals.

In a world where fundamental human rights are at risk, we need principled and ethical staff, who embody these international norms and standards, and who will defend them courageously and with full conviction.

UNFPA is seeking candidates that transform, inspire and deliver high impact and sustained results; we need staff who are transparent, exceptional in how they manage the resources entrusted to them and who commit to deliver excellence in programme results.

**Job Purpose:**

As the Programme Analyst, Gender, while working within the Sri Lanka Country Office (CO) environment, you will support the effective management of UNFPA activities in the areas of gender and women’s rights, through analysis and assessment of political, social and economic trends, you will contribute to project formulation and evaluation, joint programming initiatives and national development frameworks.

You will assist in monitoring results achieved during implementation, guiding the appropriate application of systems and procedures, and supporting the development of enhancements as required.



**You would be responsible for:**

* Contributing to the formulation of the country programme and component projects, by compiling and analysing information relevant to the UNFPA’s role in the country, drafting project documents and work plans; and preparing tables and statistical data, with focus on Gender component.

* Evaluating project and programme activities, establishing ways to systematically assess achievement and recommending corrective action as required; conducting field visits; participating in review meetings and evaluation missions and preparing regular inputs to status and progress reports.
* Providing technical assistance to UNFPA and implementing partners in identification, planning, implementation and monitoring of Gender/GBV activities.
* Supporting the analysis and interpretation of the political, social and economic environment relevant to UNFPA activities, and assisting in identifying opportunities for UNFPA assistance and intervention, especially related to gender.
* Analysing policy papers, strategy documents and national development plans; preparing briefs and inputs for policy dialogue, technical assistance coordination, and development frameworks.
* Assessing implications of new policy developments and strategies on programme execution, and ensuring their integration.
* Establishing collaborative relationships with executing agencies, experts, government counterparts and other UN agencies to facilitate timely and efficient delivery of project inputs.
* Assisting in implementing knowledge management strategies to capture lessons learned and best practices, sharing these with management for future planning.
* Assisting in advocacy and resource mobilisation efforts of the CO, by establishing and maintaining a network of donor and public information contacts. Assisting with organising and conducting of donor meetings and public information events, including preparing relevant background material for these events.

**Qualifications and Experience:**

**Education:**

Advanced degree in public health, gender, economics, political science, demography, sociology, international relations, international development, management and/or related discipline.

**Knowledge and Experience:**

* Up to two years of strong field experience implementing Gender, Adolescents & Youth and/or Population & Development programmes with the UN, humanitarian or development agencies, or other similar project environments.

* Experience using office software packages and web-based management systems.

**Languages:**

Fluency in English is required. Fluency in Sinhala or Tamil is required.

**Required Competencies:**

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| **Values:**   * Exemplifying integrity, * Demonstrating commitment to UNFPA and the UN system, * Embracing cultural diversity, * Embracing change | **Functional Competencies:**   * Advocacy/ Advancing a policy-oriented agenda * Leveraging the resources of national governments and partners/ building strategic alliances and partnerships * Delivering results-based programmes * Internal and external communication and advocacy for results mobilisation |
| **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 | |

**Compensation and Benefits:**

This position offers an attractive remuneration package including a competitive net salary, health insurance and other benefits as applicable.

**Disclaimer:**

UNFPA does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. Fraudulent notices, letters or offers may be submitted to the UNFPA fraud hotline http://www.unfpa.org/help/hotline.cfm