صندوق الأمم المتحدة للسكان

**The UNFPA Country Office in Yemen Sana’a is looking to fill the post of :**

**Programme Specialist**

**Job title: Programme Specialist (RHCS)**

**Level:**  **NO-C**

**Position Number: 00030350**

**Location: Sana’a, Yemen  
Full/Part time: Full-Time**

**Fixed term/Temporary: Fixed Term**

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

**Duration: One year (renewable)**

**The Position:**

The Programme Specialist oversees project formulation and evaluation, joint programming initiatives and national development frameworks. You will lead the Reproductive Health Commodity Security (RHCS) component of the program and collaborate with the Country Office’s operations and administrative support staff.

You will report to the International Reproductive Health Coordinator.

**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 new strategic plan (2018-2021), focuses on three transformative results: to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices.

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:**

Working within a Country Office (CO) environment, you will ensure the effective management of UNFPA activities in the areas of RHCS.

Employing your programme management experience, you will play a major role in the RHCS activities of the Country Office and oversee the work of consultants, advisors, and experts. You will establish and maintain collaborative relationships with counterparts in government, multi-lateral and bilateral donor agencies and civil society to address emerging issues, and effectively influence diverse stakeholders to contribute to achieving UNFPA’s mandate.

**Duties and Responsibilities:**

* In collaboration with Government counterparts, NGOs and other partners, overseeing the design and implementation of the RHCS component of the country programme, aligning with Government priorities and UNFPA programme policies and procedures.
* Overseeing achievement of programme results by ensuring appropriate policies are applied and monitoring and oversight mechanisms are established and implemented.
* Conducts regular field visits to monitor implementation of UNFPA-supported activities and provides timely feedback to the implementing partners for performance improvement.
* Support coordination of national quantification and forecasting of RH commodities, development and implementation of the supply plans including in-country distribution with the view of ensuring RHCS at all times in liaison with UNFPA HQ and regional counterparts
* Reviewing the political, social and economic environment relevant to UNFPA programme activities, and pursuing opportunities for UNFPA assistance and intervention.
* Assessing implications of new policy developments and strategies on programme execution, and ensuring their integration.
* Overseeing project implementation and quality reporting of results; establishing partnerships with executing agencies, experts, government counterparts and other UN agencies to facilitate timely and efficient delivery of project inputs.
* Ensuring effective knowledge management strategies are implemented by the programme team, capturing lessons learned and best practices for future planning; addressing training needs of project personnel.
* Participating in advocacy and resource mobilisation efforts of the CO, by ensuring preparation of relevant documentation, i.e. project summaries, conference papers, speeches, donor profiles, and participating in related meetings and public events.

**Qualifications and Experience:**

**Education:**

Advanced degree in health, population, demography and/or other related social science discipline.

**Knowledge and Experience:**

* Five years of increasingly responsible professional experience in the field of development and population activities;
* Experience in programme/ project management including experience in large multi-sector projects, designing and appraising proposals and actively liaising with relevant and potential project partners;
* Proven experience in coordinating/managing a multi-disciplinary team of staff, experts and consultants;
* Experience in drafting and implementing legislation;
* Field experience is an asset;
* Prior experience in the UN system is an asset.

**Languages:**

Fluency in English and Arabic.

**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 programme * 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 | **Managerial Competencies:**   * Providing strategic focus, * Engaging in internal/external partners and stakeholders, * Leading, developing and empowering people, creating a culture of performance * Making decisions and exercising judgment |

**Compensation and Benefits:**

This position offers an attractive remuneration package including a competitive net salary plus cost of living adjustment, rental subsidy, education grant, home leave, 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

In accordance with the Staff Regulations and Rules of the United Nations, persons applying to posts in the international Professional category, who hold permanent resident status in a country other than their country of nationality, may be required to renounce such status upon their appointment.

­­­­­­­­­­­­­­UNFPA offers an attractive compensation package commensurate with qualifications and work experience. UNFPA offers equal opportunities however; qualified females are strongly encouraged to apply.

Please send your application with covering letter including **P11 FORM:**

To: [yemen.vac@unfpa.org](mailto:yemen.vac@unfpa.org) or to UNFPA Address below:

UNFPA Hadda’a Street behind Lazourdi Hotel

P O Box 7272, Sana’a,

Deadline for applications: **29 December 2018**

Please note that only short listed candidates will be considered and notified