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Programme Associate SWEDD WCARO Regional Technical Secretariat, Regional Office, Dakar, Senegal, G6, Dakar

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Company: United Nations Population Fund

Location: Dakar

Category: other-general

The Position:

Under overall guidance and supervision of the SWEDD Project Director and the direct supervision of the Senior Project Technical Coordinator, the Programme Associate ensures effective and efficient programme and administrative strategic support to the Regional Technical Secretariat by providing and managing data inputs, providing support to strategic planning, budget planning, monitoring project implementation and following up on recommendations.

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. UNFPAs Strategic Plan (-), 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 Programme of Action and SDGs in the Decade of Action leading up to . 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 womens 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:

The Sub-Saharian Womens Empowerment and Demographic Dividend Project (SWEDD) is a regional collaboration and partnership encompassing thirteen countries of West and Central Africa. The SWEDD project is an initiative of the participating governments, funded by the World Banks regional IDA (International Development Association) resources. Other participating partners are the West Africa Health Organization (WAHO), technical health wing of ECOWAS, the African Union, and the Agence Française de Développement (AFD). UNFPA ensures the Secretariat, with overall coordination and technical assistance role. The Project acts on the UN-African Union-World Bank commitment to assist countries reap the Demographic Dividend with deliberate investments in human capital, with focus on adolescents girls education and womens empowerment. The overall goal of the project is to accelerate the demographic transition, to spur the demographic dividend, and to reduce gender inequality in the participating countries.

The SWEDD Project interventions are structured around 3 components: Gender transformative interventions across the 4Es that promote girls and womens social and economic autonomy; Availability of Reproductive, Maternal, New-born, Child and Adolescent Health and Nutrition (RMNCAHN) Commodities, and Qualified Health Workers at the community level and Strengthen Regional Capacity for adolescent-friendly services; Foster National and Regional Commitment and Capacity for Policy Making and Project Implementation.

The Project governance is vested in a Regional Steering Committee, supported by the Regional Technical Secretariat (RTS) located at the UNFPAs WCARO. The RTS is responsible for strengthening project management capacities of implementing agencies at national and regional levels. It also oversees the programming and implementation of all funding channelled through UNFPA for the project activities directly executed by UNFPA or sub-contracted to other agencies and partners.

It is in this context and as a member of the SWEDD Regional Technical Secretariat, that the Programme Associate applies established systems and procedures and assists in the creation of substantive knowledge by compiling, synthesizing, and analysing information relevant to the SWEDD project. S/He is instrumental in facilitating project implementation using and developing appropriate mechanisms and systems and ensuring compliance with established procedures. The Programme Associate promotes a client-oriented approach consistent with UNFPA rules and regulations. The Programme Associate works in close collaboration with the Operations of the WCARO, programme and project teams in the participating Country Offices (COs) staff for resolving complex SWEDD-related issues and information delivery.

Qualifications and Experience:

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Education:

Secondary Level Education required. First level university degree is desirable. Knowledge and Experience:

Six years of relevant experience in programme/project implementation (including operations). Proficiency in current office software applications and web-based management systems. Some experience in research assistance and development project desirable. Strong interpersonal and organizational skills. Computer literacy - Word, Excel, Power-point, etc., Strong writing and communication skills. Masters degree is an asset (in Social Sciences Business or Public Administration, Economics, Political Sciences or other related field). Experience in coordinating project related meeting/workshop/event is an asset. Knowledge of Reproductive Health and/or Gender Based Violence and/or Population Development is an asset. Experience in managing payments and budgets is an asset. Working experience with implementing partners is an asset. Familiarity with UN procedures and working methods is an asset. Knowledge of Quantum/PeopleSoft or other ERP application is an asset. Working experience with an international organization is an asset.

Languages:

Fluency in written and spoken French and English is required.

Compensation and Benefits:

This position offers an attractive remuneration package including a competitive net

salary plus 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 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.

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