



Programme and Research Analyst SRHR

Job title:	Programme and Research Analyst, Sexual and Reproductive Health & Rights
Level:	SB4
Location:	Suva, Fiji
Full/Part time:	Full-Time
Fixed term/Temporary:	SC
Rotational/Non Rotational:	Non-Rotational
Duration:	One year (renewable)

The Position:

The SRHR Programme & Research Analyst position is located in the sub-Regional Office in Suva, and reports to the SRHR Technical Adviser. The SRHR Programme Analyst is part of a SRHR team that provides integrated programme and technical support within a system strengthening approach fundamental to UNFPA's overall strategy.

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 (2022-2025), 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:

The Programme & Research Analyst will contribute to the coordination and smooth implementation of UNFPA activities in the areas of sexual and reproductive health and rights (SRHR) including midwifery and provide information on achievement of results in the implementation of this components. S/he will support the positioning of UNFPA's work strategically within the health sector, while ensuring linkages with other UNFPA programmes in the areas of adolescent and youth, gender equality and population dynamics; as well as maintaining and updating databases in support of planning, monitoring, and reporting.

The Programme/Research Analyst SRHR provides quality support to regional and country efforts towards advancing universal access to sexual and reproductive health services and realizing reproductive rights, in line with the UNFPA corporate strategic plan and the UNFPA Multi country programme and projects. S/he ensures effective oversight and management of UNFPA-supported interventions in the areas of sexual and reproductive health and rights. Through substantive analysis and assessment of political, social, and economic trends



relevant to SRHR, s/he assesses the implication for UNFPA's work in the region and PICs; contributes to policy and programme formulation, supports programme implementation, and ensures the achievement of programme results through monitoring and evaluation. S/he establishes collaborative partnerships with key stakeholders and promotes coherence among partners in the development of policies and strategies, guidelines and protocols, and programmes.

The SRHR Programme/Research analyst position also requires providing significant support to the SRHR programme on operational research, data compilation and analysis, and knowledge management.

You would be responsible for:

1. Providing technical support to the implementation and management of the SRHR programme

- In a multi-country office (MCO) operating environment, the SRHR Programme/Research Analyst will work at the regional and country levels to ensure that the agreed strategic interventions of the MCP7 programme are implemented in the areas of SRHR, including midwifery.
- The SRH Programme/Research Analyst will facilitate and coordinate Implementing Partners, government departments, consultants, and experts in the implementation of SRHR activities; and contribute to UN systems coordination through participation in technical dialogue, documentation and knowledge management of emerging good practices and provision of inputs into joint common system initiatives.
- Coordinate day-to-day SRHR programme management of regional implementing partners and government counterparts, including quality control of work plans implementation.
- Assist in regional office's SRHR advocacy and resource mobilization efforts, by establishing and maintaining a network of donor and public information contacts.
- Assist with organising and conducting donor meetings and public information events, including preparing relevant background material for these events.

2. Providing technical support to the monitoring and reporting of the SRHR programme

- Monitor regional and country level SRHR programme implementation, implementing partner performance, and track progress including through field visits to assess impact and compliance with results-based performance indicators.
- Support the evaluation of project and programme activities, to systematically assess programme achievement, and recommend corrective actions as required; by participating in review meetings and evaluation missions.
- Provide SRH programme management support to country teams, including on SIS reporting, work plan progress reports, amongst others.
- Undertake results-based monitoring and reporting under the SRH programme including timely submission of progress and other reports, as required.
- Actively provides narrative and data inputs for donor reports.



Coordinate communication of the SRHR programme

- Coordinate and support the development of relevant SRHR advocacy materials at the regional and country levels.
- Support the production of high quality SRHR communication materials i.e. leaflets, newsletters, and printed materials, for promoting visibility of UNFPA's work and achievements; as well as preparing technical briefs, reports, and talking points/statements, as needed.

Research and Knowledge Management

- Perform research duties including bibliographic and database searches; summarize information and draft contributions to PSRO reports, papers, technical notes, and publications.
- Identify sources, gather, organize, and compile existing qualitative and quantitative data and information including lessons learnt and best practices for the preparation of documents, guidelines, speeches, presentations and position papers.
- Review periodic reports and prepare summary snapshots on the status of UNFPA's SRHR mandate area in the Pacific, including updating of the PSRO's indicator database.
- Analyze policy papers, strategy documents and national development plans; in preparing briefs and inputs for policy dialogue, technical assistance coordination, and development frameworks.
- Carry out any other duties as may be required by the supervisor or Senior Management.

Qualifications and Experience

Education:

Master's degree in international development studies, public health, social sciences, reproductive health, or related field

Knowledge and Experience:

- Minimum 5 years of relevant experience in SRHR programming, programme implementation, donor reporting, research or related field is required.
- Practical experience in design, monitoring and evaluation of development projects.
- Strong programme design skills, including capacity to prepare logical, coherent, and consistent technical documents including log frames and budgets.
- Prior demonstrated experience from developing and writing proposals for institutional donors.
- Strong understanding of sexual and reproductive rights dimensions in policy and programme formulation, implementation, and monitoring.
- Experience in partnership management
- Experience using office software packages and web-based management systems.
- Previous experience in the UN is an advantage;



- Advanced knowledge of spreadsheet, database, presentation, and statistical packages will be an asset;
- Strong analytical and data interpretation skills
- Good writing and communication skills;
- Demonstrated ability to work in a team environment.

Languages:

Fluency in English; knowledge of other official UN languages is desirable.

Required Competencies:

<p>Values:</p> <ul style="list-style-type: none"> ● Exemplifying integrity, ● Demonstrating commitment to UNFPA and the UN system, ● Embracing cultural diversity, ● Embracing change 	<p>Functional Competencies:</p> <ul style="list-style-type: none"> ● Delivering results-based programmes ● Result Oriented ● Managing data ● Managing documents, correspondence and reports ● Managing information and workflow ● Internal and external communication and advocacy for results mobilisation
<p>Core Competencies:</p> <ul style="list-style-type: none"> ● 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 plus health insurance, pension, dependency allowances, annual/sick leave and other benefits as applicable.

Disclaimer

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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.