**Programme Analyst, Youth / HIV**

**Job title: Programme Analyst, Youth / HIV**

**Level: NO-B**

**Position Number: 00064827**

**Location: Kyiv, Ukraine  
Full/Part time: Full-Time**

**Fixed term/Temporary: Fixed Term**

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

**Duration: One year (renewable)**

**The Position:**

The Programme Analyst is located in UNFPA Ukraine Country Office and reports to the UNFPA Assistant Representative.

**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 the Country Office (CO) environment, you will support the effective management of UNFPA activities in the areas of population and development, reproductive health and gender. 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 developing enhancements as required.

**You would be responsible for:**

* In collaboration with government counterparts, NGOs and other partners, contributing substantively to the formulation and design of the country programme and its component projects in the areas of Young People and HIV and according to UNFPA programme policies and procedures. Ensuring quality of programme/project design incorporating lessons learned, newly developed policies and best practices and establishes appropriate execution and monitoring mechanisms and systems;
* Analyzing and interpreting the political, social and economic environment relevant to Young People as well as HIV issues, and identifying opportunities for UNFPA assistance and intervention;
* Staying abreast of new policy developments by analyzing policy papers, strategy documents, national plans and development frameworks, and preparing briefs and inputs for policy dialogue, and technical assistance coordination;
* Expediting and coordinating project implementation establishing collaborative relationships with executing agencies, experts, government counterparts and other UN agencies facilitating timely and efficient delivery of results;
* Analyzing and reporting on programme and projects progress in terms of achieving results, using existing monitoring and evaluation tools and introducing new mechanisms and systems where necessary; identifying constraints and resource deficiencies and recommending corrective actions. Monitoring projects expenditures and disbursements to ensure delivery is in line with approved project budgets and to realize targeted delivery levels;
* Helping create and document knowledge about current and emerging trends in the area of HIV and Young People’s issues, by analyzing programme, projects, strategies, approaches. Extracting lessons learned and packaging these in coordination with RO/HQ colleagues;
* Contributing substantially to advocacy and resource mobilization efforts of Country Office by preparing relevant documentation, i.e. project summaries, conference papers, speeches, donor profiles, and being part of legislative and budgetary processes;
* Identifying the need for specific programmatic interventions, and developing concept notes/project proposals to be submitted to partners for discussion and/or funding;
* Contributing to the communications needs of the CO by identifying opportunities for visibility of UNFPA and the issues in her/his portfolio;
* In coordination with UNFPA Regional Office, acting as an active member of the regional youth and HIV programme teams;
* Performing other duties as assigned by the UNFPA Assistant Representative.

**Qualifications and Experience**

**Education:**

Advanced degree in health, public health, sociology, education, or other related social science field.

**Knowledge and Experience:**

Two years professional experience in the field of Reproductive health/HIV/Young people, preferably in programme/ project management. Experience in monitoring and evaluation of youth and rights, HIV related programmes

Proven ability to advocate for and advance a policy-oriented agenda

Proven track record, practical experience and knowledge in promoting youth and rights issues, addressing HIV, especially among most at risk groups (key populations)

Familiarity with UN procedures and working methods, particularly with UNFPA agenda, policies and procedures is a plus

**Languages:**

Fluency in English, Ukrainian and Russian 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 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.