



120 UN Drive
Mamba Point
Monrovia, Liberia
Tel: +231-880-692-744
Mobile: +231-770-004-022
+231-777-592-080

UNITED NATIONS POPULATION FUND

Vacancy Number : UNFPA/LBR/VA/003/17
Post Title : **NATIONAL PROGRAMME OFFICER – WOMEN
REPRODUCTIVE HEALTH (WRH)**

Contract Level : **NOC (ICSC 10) FTA**

Organizational Unit : **UNFPA Liberia Country Office**

Duty Station : Monrovia

Duration of assignment : One Year initially, renewable subject to satisfactory performance and availability of funding

Date of Issue : **4th January 2017**

Closing Date : **28th January 2017**

DUTIES AND RESPONSIBILITIES

Under the supervision of the Assistant Representative, the NPO-RH substantively contributes to the effective management of UNFPA activities in the areas of reproductive health. He/she analyzes and assesses relevant political, social and economic trends and provides substantive inputs to project formulation and evaluation, joint programming initiatives and national development frameworks

Programme Technical Support

- In collaboration with Government counterparts and other implementing partners contributes substantively to the formulation and design of the RH Component Annual Work Plans in line with Government priorities and according to UNFPA programme policies and procedures.
- Ensures quality of programme/project design incorporating lessons learned, newly developed policies and best practices and establishing appropriate execution and monitoring mechanisms and systems.
- Analyzes and interprets the political, social and economic environment relevant to reproductive health and identifies opportunities for UNFPA assistance and intervention. Keeps abreast of new policy developments and strategies analyzing policy papers, strategy documents, national plans and development frameworks and prepares briefs and inputs for policy dialogue, technical assistance coordination and development frameworks.
- Analyzes and reports on programme and project progress in terms of achieving results, using existing monitoring and evaluation tools and introducing new mechanisms and systems; identifies constraints and resource deficiencies and recommends corrective action. Monitors projects expenditures and disbursements to ensure delivery is in line with approved project budgets and to realize targeted delivery levels.

Delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled.



**120 UN Drive
Mamba Point
Monrovia, Liberia
Tel: +231-880-692-744
Mobile: +231-770-004-022
+231-777-592-080**

UNITED NATIONS POPULATION FUND

- Expedites and coordinates project implementation, establishing collaborative relationships with executing agencies, experts, government counterparts and other UN agencies facilitating timely and efficient delivery of project inputs and addressing training needs of project personnel and implementing partners
- Helps create and document knowledge about current and emerging trends in RH issues, by analyzing programmes, projects, strategies, approaches and ongoing experience for lessons learned, best practices, and shares with management for use in knowledge sharing and planning future strategies.

Related tasks

- Provide technical input to performance reviews and evaluations in the RH sector.
- Provide technical assistance to partners in the education, youth and other relevant sectors, to improve the quality and availability of gender-sensitive sexual and reproductive health information and services in and out of school.
- Continuously analyze and interpret trends, progress and challenges to access reproductive health information and services and feed these into support for appropriate national responses.
- Represent UNFPA in selected government-led and other working groups including Reproductive Health Technical Committee (RHTC) to support the government in implementing global, regional and national reproductive health commitments.
- Contribute to the development and implementation of an integrated strategy, as appropriate, for the delivery of technical assistance and programme support in the Ministry of Health & Social Welfare and partners working in RH;
- Collaborate with partners, to ensure collaborative, mutually reinforcing and consistent approaches to supporting the government efforts for strengthening Partnerships in Maternal Newborn and Child Health (PMNCH) efforts.
- Help to build and operationalize an evidence-based on current and emerging reproductive health issues to inform national and sectoral policy development and monitoring.
- Contribute to efforts to build national capacity in reproductive health commodity security; provision of quality family planning and post abortion services; emergency obstetric care and skilled attendance at birth
- Participate and contribute substantively in meetings with representatives of implementing partners involved in the implementation of RH Component projects
- Be responsible for guiding the development and implementation of Annual Work Plans related to capacity building for implementing partners and Revitalizing demand and use of sexual and reproductive health services and information, including HIV prevention, for young people, women and other vulnerable groups.

4. MINIMUM QUALIFICATIONS

- Post graduate degree in public health or related health sciences;
- 5 – 7 years of professional experience in the field of WRH including Maternal Mortality Reduction with significant programme and policy experience;
- Strong analytical and results-oriented skills with demonstrated experience in programme planning, monitoring and evaluation;
- Extensive knowledge of the WRH situation and trends, and a thorough understanding of the social, cultural, economic and gender dimensions of Liberia
- Familiarity with the UN system and/or experience working with an international organization is an advantage

Delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled.



120 UN Drive
Mamba Point
Monrovia, Liberia
Tel: +231-880-692-744
Mobile: +231-770-004-022
+231-777-592-080

UNITED NATIONS POPULATION FUND

- Excellent interpersonal communication and writing skills
- Computer literacy
- Dedication to United Nations principles and demonstrated ability to work harmoniously within a team and with different nationalities.

Please note that this post is a National Post and is open to applicants of either sex. Preference will be given to equally qualified women candidates.

HOW TO APPLY

Candidates should submit their applications indicating post and vacancy number, attach an updated **CV**, and a completed **United Nations Personnel History Form P.11** obtainable from the UNFPA website at www.unfpa.org. **ALL APPLICATIONS, WITH RELEVANT ATTACHMENTS, SHOULD BE SUBMITTED BY EMAIL TO: elamin@unfpa.org** with copy to morris@unfpa.org.

The last date to receive applications will be **28 January 2017**. UNFPA will only respond to applicants who will meet the stated job requirements.

Delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled.