From: Vacancy [vacancy@unfpa.org]

Sent: Wednesday, November 14, 2012 5:39 PM **To:** ALL STAFF; HR OUTREACH CONTACTS

Subject: Vacancy Announcement - Job ID -2143- Project Coordinator (Chief of Reproductive Health

and Project Coordinator for the Maternal and Newborn health Initiative), Dhaka, Bangladesh,

Asia and the Pacific Region, ICS-12 (P-5)

We are pleased to announce the following vacancy:

VACANCY NO.: Job ID 2143

CLOSING DATE: 5 December 2012 (5.00 p.m. New York time)

POST TITLE: Project Coordinator (Chief of Reproductive Health and Project Coordinator for the Maternal and

Newborn health Initiative)

CATEGORY: ICS-12 (equivalent to P-5) *

POST NUMBER: 60671

POST TYPE: Non-Rotational

DUTY STATION: Dhaka, Bangladesh

DURATION: One year (renewable)¹

ORGANIZATIONAL UNIT: Asia and the Pacific Region

JOB PURPOSE:

The Project Coordinator, acts as the Chief of Reproductive Health and Project Coordinator for the Maternal and Newborn Health Initiative (MNHI), is responsible for providing strategic oversight and technical leadership and direction to the UNFPA-supported reproductive health programme, which includes the coordination of a joint UN-Government of Bangladesh maternal and newborn health initiative (MNHI) (led by UNFPA and funded by DfID, the EU and CIDA). The incumbent coordinates the multi-agency project team and managing all project-related activities and interventions in the areas of accelerating maternal and neonatal mortality and morbidity reduction in Bangladesh. The incumbent is also responsible for managing and providing strategic direction and leadership in the development, planning, implementation, monitoring and evaluation of the UNFPA RH programme. The incumbent will be based in the UNFPA country office and will operate as an integral part of the UNFPA senior management team.

DUTIES AND RESPONSIBILITIES:

Under the overall supervision of the UNFPA Representative, and direct day-to-day guidance of the UNFPA Deputy Representative, the incumbent shall perform the following tasks:

- Provides overall management oversight, supervision, strategic direction and technical leadership to the UNFPA RH team in
 the development, planning, coordination, implementation, monitoring and evaluation of all UNFPA-supported RH
 programme and project activities, including programmes UNFPA manages on behalf of the UN system. More specifically,
 the incumbent is expected to:
 - manage a team of UNFPA programme and technical staff in delivering high-quality support and assistance to the implementation of programmes and projects in the area of maternal health and family planning;
 - provide technical backstopping, assistance and advice on the strategic direction for strengthening the delivery of, access to and quality of MNH and Family Planning services;
 - supervise, mentor and coach UNFPA RH programme and technical staff to strengthen their capacity;
 - provide strategic guidance in the development and implementation of projects, models and approaches for locally appropriate MNH and Family Planning interventions;
 - ensure the development and updating of MNH and Family Planning guidelines, standards, tools and approaches;
 - provide technical and programmatic guidance for MNH- and Family Planning-related research, and oversee the identification of good practices in MNH and Family Planning
 - ensure coherence between the projects within RH programme;
- Provides strategic direction and technical leadership to the MNHI team of international and national experts from UNFPA,
 UNICEF, and WHO through, inter alia, the effective coordination of all MNHI project-related activities
- As part of the senior management team, acts as a key advisor to the Representative on two of UNFPA Bangladesh's main products: (i) maternal health; (ii) family planning;
- Ensures the integration of the RH programme component with other UNFPA components (i.e., Gender and Population & Development) in all stages of the programming process
- Develops and maintains partnership and collaboration with external counterparts, including the UN/development/national partners for advocacy, technical cooperation, programme coordination, resource mobilization, and knowledge sharing in the area of RH
- Ensures systematic undertaking of monitoring, evaluation and reporting of UNFPA RH programme performance for improvement of programme delivery. This includes, among others,:
 - Oversees and ensures the timely preparation of regular progress reports of UNFPA RH programme and its projects for internal and external use;
 - Holds regular monitoring meetings with full participation from high-level officials of the Ministry of Health and Family Welfare (MoHFW) and ensures strong networking among project partners and other stakeholders;
 - Undertakes frequent monitoring visits to project intervention sites;
 - In the case of the joint MNHI, ensures that reports on project implementation be prepared and submitted on time to the Project Coordination Committee (PCC consisting of the three heads of agencies), DFID, the EU and CIDA (the main donors) and the government counterparts and that these reports are of high quality; Acts as secretariat to the PCC of the MNHI:
- Any other activities/responsibilities as assigned by the UNFPA Representative.

CORE COMPETENCIES:

- Commitment to UNFPA's Values and Guiding Principles;
- Developing People/Fostering Innovation and Empowerment/Performance Management;
- Team Work/Communication/Self-Management
- Strategic Thinking/Results Orientation and Commitment to Excellence/Decision Making;
- Knowledge Sharing and Continuous Learning

FUNCTIONAL COMPETENCIES:

- Conceptual innovation in the provision of technical expertise
- Leveraging the resources of national governments and partners/building strategic alliances and partnerships
- Job knowledge/technical expertise
- Adaptation/application of knowledge in different contexts Integration in a multidisciplinary environment

QUALIFICATIONS:

- Advanced university degree in medical, social science or other related fields is required; post-graduate training in public health or health management with comprehensive maternal and neonatal health expertise preferred;
- At least 10 years international and national experience in leading and managing large maternal and neonatal health projects / programme in the field at regional and at global level. Familiarity is required with current issues and debates in maternal and neonatal health and related topics;
- Demonstrated technical expertise in safe motherhood area;
- Experience in representation and interaction with donors, government officials, international organizations, and NGO representatives concerning maternal and neonatal health issues;
- Fluency in English. Working knowledge of another official UN language is desirable.

UNFPA provides a work environment that reflects the values of gender quality, teamwork, respect for diversity, integrity and a healthy balance of work and life. We are committed to maintaining our balanced gender distribution and therefore encourage women to apply.

We offer an attractive remuneration package commensurate with the level of the position. The package includes a competitive salary plus housing allowance, home leave, health insurance and other benefits.

How to Apply:

UNFPA has established an electronic application management system. This allows applicants to create a candidate profile, which can be updated regularly and submitted for more than one vacancy.

Download the Step by Step Guide to Applying in the E-Recruit System of UNFPA at http://www.unfpa.org/employment/application_guide.doc.

Please print out the Guide for your reference during the registration and application process.

In accordance with the 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, are required to renounce such status upon their appointment. Exceptions to this rule are very limited and can be made only for: (a) stateless persons; (b) newly appointed staff members who have applied for citizenship by naturalization, when such citizenship will be granted imminently; (c) acting staff members in the General Service and related categories with permanent residency status, on promotion to the Professional category; (d) staff members appointed under a temporary appointment. Please understand that UNFPA is not in a position to provide advice on or assistance in applying for any citizenship.

*This is a project-funded post.

¹ No expectancy of renewal in accordance with UN Staff Regulation 4.5