



Programme Analyst

Job title:	State Programme Analyst (3 positions each)
Level:	NO-B
Position Number:	3449534497/34499
Location:	Patna, Bhubaneswar and Bhopal
Full/Part time:	Full-time
Fixed term/Temporary:	Fixed term
Rotational/Non-Rotational:	Non-rotational
Duration:	One year (renewable)

The Position:

The Programme Analyst, based in the UNFPA State Office, contributes to the effective management of UNFPA activities across results areas within the respective State to accelerate achievement of the ICPD Programme of Action and Agenda 2030. You will work with the State Programme Coordinator and technical specialists in the planning, implementation, monitoring and evaluation of UNFPA interventions in the State.

You will report directly to the State Programme Coordinator.

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 strategic plan, 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 uphold the values enshrined in the United Nations Charter, who are transparent, exceptional in how they manage the resources entrusted to them and who commit to deliver excellence in programme results.

Job Purpose:

India has made significant progress over the past 25 years towards its commitments to the Plan of Action of the International Conference on Population and Development, ICPD. However, disparities still persist and large pockets of people still do not benefit from these advances either due to their remote location, social class, gender, disabilities or other. With the right level of evidence-based advocacy and policy dialogue, coupled with an acceleration programme, India is well positioned to close the gaps towards the three transformative goals by 2030. UNFPA has been a partner of the Government of India and People since 1974 and is



now on its 9th five-year Country Programme. UNFPA has a team of committed and driven staff in its main office in New Delhi, and four state-based offices. UNFPA is an integral part of the UN family in India and is fully committed to the UN Reform agenda to make the United Nations a relevant, agile and responsive partner to the Government and People.

You will support the effective management of UNFPA activities in the areas of sexual and reproductive health, adolescents and youth, gender and population dynamics. You will contribute to project formulation, monitoring and reporting on results, ensure compliance with UNFPA's programming and budgetary policies and procedures, and support development of partnerships and advocacy in support of the ICPD Programme of Action. You will contribute to UN systems coordination at State level, including through joint common system initiatives.

You will be responsible for:

A. Programme Management and Coordination

- In close coordination with Government and civil society counterparts, contribute to the design and implementation of UNFPA country programme, aligning with State Government priorities and UNFPA Transformative Results of: ending preventable maternal health, ending unmet need for family planning and ending gender-based violence including child marriage and gender-biased sex selection, by 2030.
- Provide strategic and programmatic support for the development, implementation, monitoring of work plans and reporting.
- Implement and comply with appropriate corporate programme and financial management and oversight mechanisms and systems. Initiate and/or participate in quality assurance activities.
- Analyze progress, identify bottlenecks and propose corrective solutions.
- Establish networks and collaborative relationships with technical government counterparts, implementing partners, and other State-based UN agencies to facilitate timely and efficient delivery of project inputs.
- Draft mandatory quarterly and annual State-level programme and financial reports.

B. Policy Dialogue and Technical Support

- Support SPC in analysis and preparation of materials for policy dialogue to advance the ICPD Programme of Action and UNFPA's transformative results.
- Coordinate and participate in State level UN-wide and development partner discussions on SDGs and nurture smooth cooperation with other UN agencies in the State.
- Ensure compliance of programme implementation with UNFPA corporate technical and programme policies and guidelines. Assess implications of new policy developments and strategies on programme execution, and ensure their integration as relevant.
- Assist in implementing knowledge management strategies to capture lessons learned and best practices,



C. Advocacy and Resource Mobilization

- Contribute technical inputs for communications materials on UNFPA’s transformative results and the ICPD Programme of Action.
- Working with the Delhi-based Communications Team, contribute to communication materials to raise visibility of UNFPA work in the State and Country.
- Contribute to state office resource mobilization efforts, assisting in concept note and proposal writing, and donor presentations.
- Ensure compliance with donor agreements in project implementation and reporting.

Carry out any other duties as may be required by UNFPA leadership.

Qualifications and Experience

Education:

Advanced degree in international development, public policy, public health, population studies, or other related social science discipline.

Knowledge and Experience:

- Two years of professional experience in the field of development management.
- Practical experience in programme design, implementation, monitoring and evaluation, including budget management;
- Good understanding of and mainstreaming human rights and gender equality dimensions in programme design and implementation;
- Excellent written and oral communication skills; good emotional intelligence and interpersonal skills.
- Ability to work independently and within culturally diverse teams.
- Experience using office software packages and web-based management systems, a must.

Languages:

Fluency in English is mandatory. Working knowledge of one of the Indian Official languages is desirable. Knowledge of other UN language(s) is an asset.

Required Competencies

Values: <ul style="list-style-type: none">• Exemplifying integrity,• Demonstrating commitment to UNFPA and the UN system,• Embracing cultural diversity,• Embracing change	Functional Competencies: <ul style="list-style-type: none">• Conceptual innovation in the provision of technical expertise;• Leveraging the resources of national governments and partners;• Building strategic alliances and partnerships;• Adaptation/application of knowledge in different contexts;
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	<ul style="list-style-type: none">• Job knowledge/technical expertise; and• Integration in a multidisciplinary environment.
<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 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.