



TERMS OF REFERENCE FOR

JUNIOR PROFESSIONAL OFFICERS – (JPOs) Chiffre Nr. 2025-1-21

I. General Information

Title: JPO Programme Analyst

Sector of Assignment: Population and Development

Organization/Office: United Nations Population Fund (UNFPA)

Country and Duty Station: Egypt Country Office, Kairo

Duration of assignment: 2 years with possibility of extension for another year. The extension of appointment is subject to yearly review concerning priorities, availability of funds, and satisfactory performance

Please note that for participants of the JPO-Programme two years work experience are mandatory! Relevant work experience can be counted. In order to assess the eligibility of the candidates, we review the relevant experience acquired after obtaining the first university degree (usually bachelor's degree).

The UNFPA Junior Professional Officer (JPO) Programme is intended to provide on-the-job training for young professionals who wish to obtain practical experience in development assistance. It gives them an opportunity to acquire professional knowledge in population projects in a developing country.

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. To find out more, click [here](#).

II. Supervision

Title of Supervisor:

The JPO will report directly to the Population and Development Programme Analyst with overall supervision of UNFPA Assistant Representative (Head of Programme)

Content and methodology of supervision:

As part of the UNFPA JPO programme overall framework, the JPO will benefit from the following supervision modalities:

- Structured guidance provided by the supervisor, especially in the beginning of the assignment, with the purpose of gradually increasing the responsibilities of the JPO.
- Establishment of a work plan, with clear key results.
- Effective supervision through knowledge sharing and performance/development feedback throughout the assignment.
- Easy access to the supervisor.
- Participation in Unit/Team/Office meetings to ensure integration and operational effectiveness.
- Guidance and advice in relation to learning and training opportunities within the field of expertise.
- Completion of the yearly UNFPA Career and Performance Management (CPM).
- If more than one supervisor; clear agreement of the roles and responsibilities between the relevant parties.

In addition, the following specific supervision arrangements will apply:

III. Duties and Responsibilities

The Programme Analyst (JPO) contributes to the delivery of UNFPA's programmes in the area of Population and Development, generation of data, data analysis and advocacy efforts using population data to support Egypt CO and the GOE in aligning strategies and guiding relevant national programmes to address key gaps and in identifying key opportunities.

The UNFPA country office works closely with the Government of Egypt and also works in partnerships with academia, civil society, faith-based organizations, youth and women-led organizations, the private sector, including innovation incubators and hubs, foundations and research institutions. UNFPA is currently working for developing investment cases for achieving three transformative results and also costed implementation plans for sexual and reproductive health and family planning commodity security. The fellow will be contributing to the above work with focus on data analysis, costing studies, economic analysis, developing policy briefs, reports and presentations and disseminating the products.

As part of its assignment, JPO will also help reinforce a more cohesive, strategic engagement of the country office in the process of reform of UNDS in Egypt.

JPO is a member of the team in the Office of the Representative. She/He will build close relationships with the programme team as well as consultants, advisers, and experts and establish and maintain collaborative relationships with counterparts in government, multilateral and bilateral donor agencies and civil society to address population and development matters, as well as to provide strategic advice on the process of UNDS reform in Egypt. JPO will effectively influence counterparts from diverse backgrounds to contribute to achieving UNFPA's mandate.

JPO will be responsible for:

Within the framework of the JPO Programme and in line with UNFPA engagement role in supporting the Egyptian Government in the development and implementation of the Population and Development Strategy, the candidate will perform the following duties:

- Contribute to the generation, analysis and use of data and supporting CO management in advocacy efforts around ICPD +30, and to identify and strategize around opportunities to achieve the ICPD Programme of Action, the persisting slow progressing goals and SDGs, as well as the changing demographic dynamics and emerging needs.
- Engage in data analysis including secondary analysis of census, research, surveys and studies, develop technical and policy papers/reports, publications, and contribute to the development and simplification of findings and development of products in collaboration with colleagues and external experts.
- Use databases and modeling tools for quantitative analysis of policy-relevant issues in the areas of population and development.
- Support in positioning UNFPA in the newly adopted comprehensive national human development strategy and Presidential initiative, through providing technical support to the GOE' assigned Ministerial group and providing supporting analysis and backstopping the relevant UNFPA senior technical team.
- Contribute to the development and dissemination of costed implementation plans, localized plans and Monitoring and Evaluations plans. Develop periodic donor engagement briefs, concept notes, proposals, advocacy briefs, highlighting results achieved, outreach, and ensuring engagement of relevant donors in UNFPA's interventions in the areas Population and development.
- Support in organizing meetings and advocacy events with different stakeholders and preparing meeting Presentations, press releases, minutes and reports.
- Support for any other tasks assigned by the UNFPA Egypt management.

IV. Qualifications and Experience

Education:

Master's degree in social sciences or related fields with specialized knowledge in the field of demographics, data and statistics, international relations, development studies or other relevant social sciences.

Work experience:

At least 2 years of experience in demographics, data and statistics, political affairs, development, and formulation, monitoring and/or evaluation of communications. Prior experience in developing countries is an asset.

Languages:

Fluency in English. Knowledge of Arabic is an asset.

Other skills:

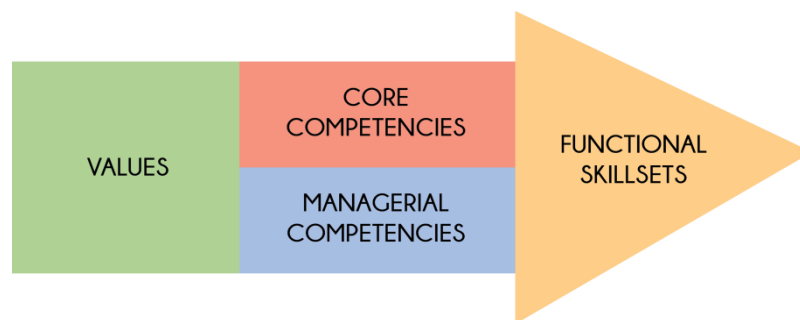
- Ability to write clearly and concisely
- Initiative, sound judgment and demonstrated ability to work harmoniously with staff members from different national and cultural backgrounds

V. Learning Elements

Upon completion of the third-year assignment, the JPO will be able to:

- Develop sound in-depth analysis on political issues as they arise in the country, in the Arab region and in the world and their implications for UNFPA programmes in Egypt.
- Partnership plan for Country Programme Document and United Nations Development Assistance Framework (UNDAF).
- Appraise and prepare concept projects on partners engagement in support of Gender Based violence and Harmful practices.
- Assess project feasibility and effectiveness.
- Document success stories & impact for development of UNFPA interventions.
- Write assessment reports on the subject of SRH, humanitarian response, GV and Youth empowerment.
- Monitor progress in alleviating gender disparities, using the rights based approach.

VI. Required Competencies



Values: Exemplifying integrity, Demonstrating commitment to UNFPA and the UN System, Embracing diversity in all its forms, Embracing change

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

VII. Background Information

Information on the receiving office:

Human resources / office structure of Egypt CO was designed to ensure the role of a convener of expertise, broker and a catalyst of know-how exchange. This will ensure our ability to assist the government of Egypt to implement the ICPD agenda and the SDGs. There are total of 43 staff members.

Egypt has an estimated population of 97.8 million with 97% of the people living in 7.8% of the country's territory. The country is made up of 27 Governorates. The current population growth represents a 2.56% increase per annum over the past 10 years. All indications are that the population will continue to grow and will continue to be a hindrance to development efforts in terms of security, access to services, health, quality of life, education, housing and

water. While the 2014 DHS Survey showed that Egypt achieved the MDG in terms of improving the health of women and children and a decrease in maternal mortality, the surge in the population has resulted in an increase fertility rate to 3.5% and high unmet needs of 16.5% and decreased CPR among currently married women to 56%, as well as a high dependency ratio i.e. large number of births and high unemployment.

UNFPA interventions are planned within the framework of approved CPD (Country programme 2023-2027) and fully aligned to the UNFPA's Strategic Plan, Egypt's 2030 vision and the national priorities as outlined in Sustainable Development Strategy, the SDGs (goals 3 and 5) and the 2023- 2027 UNSDCF results framework. Underpinning the CP are strategies tailored to reducing the fertility rate through scale up of rights based family planning, with a focus on young people, in particular women and adolescent girls, which will in turn assist the Government of Egypt in achieving its aspirational goals.

UNFPA is uniquely positioned in Egypt and within the UN system. National and UNSDAF priorities are in a full sync with new CPD goal, providing UNFPA with a strategic opportunity to position itself as a key partner in assisting the Government of Egypt in their efforts to achieve SDGs.

Family / Non-family Duty Station– means that you are not allowed to bring any family members:

Family duty station

Living conditions at the Duty Station:

Egypt is at a security level one. Overall the country is safe and secure. The JPO will be living in Cairo, which is a modern cosmopolitan city that has all the conveniences of modern living. Egypt has a large international expatriate community and a big UN presence with more than 24 UN organizations operating in the Country. Living conditions are conducive for work and family life. Educational facilities and schooling of all types are widely available.

Bitte senden Sie Ihre JPO-Bewerbung direkt an das Büro Führungskräfte zu Internationalen Organisationen (BFIO) unter Angabe der Chiffre Nr. 2025-1-21 auf dem Bewerbungsbogen

Alle Informationen finden Sie unter www.bfio.de