



**UNITED NATIONS POPULATION FUND PHILIPPINES  
JOB DESCRIPTION**

**I. POSITION INFORMATION**

Post Title : **Gender-based Violence (GBV) Programme Analyst**  
Number of Position : 01  
Type of Contract : Service Contract (National)  
Post Level/Grade : SB4  
Duty station : **Iligan City, Lanao del Norte, Region 10, Philippines**  
Duration of contact : 12 months initially (renewal subject to availability of fund)

**II. ORGANIZATIONAL CONTEXT**

**The Position:**

The Gender-based Violence (GBV) Programme Analyst is responsible for ensuring the full implementation of gender-based violence prevention and response projects or interventions.

You will report to the National Programme Officer – Gender/Gender-based Violence (UNFPA Country Office in Manila).

**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:**

You will support the effective implementation of UNFPA's multi-sectoral GBV prevention and response efforts and provide technical assistance and conduct monitoring and quality assurance work in close coordination with implementing partners and relevant stakeholders.

**III. FUNCTIONS/KEY RESULTS EXPECTED**

**You will be responsible for:**

Programme Implementation

- Provide technical assistance to implementing partners in the conduct of activities outlined in the approved funded project.
- Conduct regular monitoring of activities to ensure that deliverables by implementing partners are met given the budget and timelines.
- Provide technical support, in coordination with GBV Working Group members, to existing GBV prevention and response structures and service providers, such as Local Committees on Anti-Trafficking and Violence Against Women and Their Children (LCAT-VAWC), or its equivalent, to implement key legislations protecting women and children from violence (RA 7610, RA 9208, RA 9262, and RA 8353) and provide survivor-centered response to GBV survivors.

### Partnerships and Coordination

- Coordinate with the Bangsamoro Transition Authority, Department of Social Welfare and Development (DSWD) Central Office, Field Office 10 and 12, DSWD-Autonomous Region in Muslim Mindanao/Bangsamoro Autonomous Region in Muslim Mindanao and local social welfare and development officers (LSWDO) for the implementation of the GBV interventions (i.e mapping of available services for GBV survivors; establishment and operationalization of women-friendly spaces; training of inter-agency protection mechanism members) outlined in the work plan of implementing partners.
- Work closely with Task Force Bangon Marawi, the Department of Social Welfare and Development (DSWD) and the Gender-based Violence (GBV) Working Group and Child Protection Working Group (CPWG) under the Protection Cluster to promote and facilitate a strengthened GBV prevention and response within the recovery and rehabilitation framework, including ensuring active participation from key partners and effective and results-oriented processes.
- Advocate for the mainstreaming of GBV prevention and mitigation measures in the Bangsamoro Development Plan, Task Force Bangon Marawi, and among the different clusters/sub-committees.
- Advocate for the integration of GBV, safety and security-related concerns in cluster-wide assessments.
- Link emergency interventions with existing regular development interventions being implemented by relevant national government agencies and local government units.

### Monitoring and Evaluation

- Fulfill the reporting requirements of the project, including the preparation of regular progress reports, project updates, situationers and other information requirements, towards the quality documentation of activities and the provision of information needed for decision-making.
- Promote safe collection, analysis and sharing of GBV-related data in humanitarian settings (especially for GBV Working Group and Child Protection Working Group members) within the context of the existing government databases and intake forms.

- Conduct joint monitoring visits with government partners, UN agencies, and NGOs.

Perform other duties as may be assigned by the Country Representative.

## V. COMPETENCIES AND CRITICAL SUCCESS FACTORS

### Required Competencies:

#### 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 mobilization

#### 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

## VI. RECRUITMENT QUALIFICATIONS

### Qualifications and Experience

#### Education:

Advanced degree in social work, public health, law, social policy or other fields related to women's empowerment, reproductive health, gender-based violence prevention and response combined with two (2) years of relevant professional experience.

OR

Bachelor's degree in a relevant field mentioned above combined with four (4) years of relevant professional experience.

#### Knowledge and Experience:

- Prior experience in the area of gender-based violence, gender equality, women's empowerment, protection, and/or human rights.

- Practical experience in design, implementation, monitoring and evaluation of projects.
- Prior training in gender and GBV issues and their application in development, humanitarian, conflict and recovery settings will be an advantage.
- Knowledge of Philippine policies, legislation, procedures/protocols and structures related to the prevention of and response to GBV.
- Proficiency in oral and written communication including computer applications.
- Willingness to travel in conflict-affected areas.
- Familiarity with the UN System will be an advantage.

**Languages:**

Excellent interpersonal and communication skills including fluency in English and national language.