



Vacancy Announcement—Internal/External

VACANCY NUMBER	CCD/20/P/INT&EXT/04
DEADLINE FOR APPLICATIONS	21 August 2020
POST TITLE AND LEVEL	Gender Policy Officer, P-3
DURATION	Fixed term appointment - one year with possibility of extension
DUTY STATION	Bonn, Germany
ORGANIZATIONAL UNIT	External Relations, Policy and Advocacy (ERPA) Unit
INDICATIVE NET ANNUAL SALARY	USD 60,692+ variable post adjustment, currently 31% of net salary and other UN benefits

INTERNATIONAL RECRUITMENT **APPOINTMENT LIMITED TO SERVICE WITH UNCCD**

Background

The objective of the United Nations Convention to Combat Desertification (UNCCD) is to combat desertification and land degradation, and to mitigate the effects of drought (DLDD) in affected countries around the world, particularly in Africa, through effective action at all levels. Established in 1994, the UNCCD is the sole legally binding international agreement linking environment and development to sustainable land management. In decision 30/COP.13 Parties to the UNCCD adopted the Gender Action Plan (GAP)¹ recognizing that all aspects of DLDD have gender dimensions and call to further mainstream gender equality and empowerment of women and girls into desertification/land degradation and drought-related policies and activities, as appropriate, to implement the Convention and the UNCCD 2018–2030 Strategic Framework.

The UNCCD is seeking a gender policy officer who will ensure that UNCCD's work applies the most-up-to-date global perspectives on gender equality and pushes UNCCD to be gender transformative in all actions. The incumbent would be expected to lead a donor-funded project for institutional support for integrating gender equality into the UNCCD's activities, including adequate use of resources and reporting. They would also advocate for greater attention to gender perspectives, providing the necessary rationale and advice on approaches to support gender mainstreaming throughout the UNCCD. This requires that he/she understands the work of the UNCCD, relevant gender perspectives and how these perspectives can be incorporated into on-going work or can be supported through new policy.

Responsibilities

The promotion of gender equality is both central to UNCCD's mandate and a priority within the organization's activities. Under the overall supervision of the Chief of the External Relations, Policy and Advocacy (ERPA) unit of the UNCCD secretariat, the incumbent will be responsible for leading efforts to operationalize gender equality throughout all of UNCCD's programming including for shaping the expert guidance and practical support in direction; building internal capacity, supporting staff and partners; monitoring and evaluation and knowledge sharing to ensure the realization of

¹ https://www.unccd.int/sites/default/files/documents/2018-01/GAP%20ENG%20%20low%20res_0.pdf



programme-level and organizational-level gender equality outcomes. Specifically, the incumbent will have the following responsibilities and tasks:

Providing practical support for the integration of gender equality across UNCCD programmes as well as expert guidance to organizational planning, policies, and practices.

- Lead the donor-funded project for institutional support for integrating gender equality in the UNCCD, including adequate use of resources and reporting;
- Provide policy advice and direction for UNCCD's internal and external gender equality work;
- Provide guidance to ensure that gender equality is taken into account in UNCCD's overall strategic planning, annual planning, and organizational policies and practices;
- Lead the development of a corporate internal UNCCD secretariat and GM policy/strategy and the corresponding plan of action, based on the results of the UNCCD Gender Audit;
- Lead the preparation of policy and issue papers on gender perspectives in the substantive work of the UNCCD which would outline the linkages - i.e. the ways in which gender perspectives are relevant and important to what the UNCCD does - as the basis for efforts to promote gender mainstreaming. Particular attention should be paid to the synergies and to the ways in which mainstreaming a gender perspective can support the achievement of the goals of the UNCCD. Revise issue and policy-papers as needed over time;
- Leads on identifying and analyzing gender issues within programmes and develops strategies for strengthening UNCCD's integration of gender equality within all of its programme activities;
- Assist in the preparation of speeches and other presentations on gender mainstreaming.

Regular monitoring and reporting on gender mainstreaming

- Ensure compliance with relevant UN gender equality frameworks, especially the United Nations system-wide policy on gender equality and the empowerment of women and the corresponding UN System-wide Action Plan on Gender Equality and the Empowerment of Women (UN-SWAP) and lead the annual UN SWAP reporting;
- Ensure the M&E staff has relevant knowledge and tools for monitoring and evaluation the gender impacts using a gender sensitive M&E framework;
- Ensure that reports contain information on gender impacts of supported projects. This can be done in two ways: (1) by integrating gender-disaggregated information throughout the report, (2) by dedicating a special section/chapter on gender somewhere in the report;
- When necessary, prepare gender progress and analytical reports and statistics, gender-disaggregated data, project briefs and ensure that management as well as staff and other stakeholders (e.g. UNCCD country parties and other stakeholders) are updated regularly;
- Assist with the analysis of data, identifying potential gaps and strategies to address them.

Building Internal Capacity

- Build staff understanding of key gender equality issues (including issues related to social inclusion, intersectionality, gender identity, engagement of men and boys and the promotion and protection of equality rights);
- Provide guidance and support to UNCCD secretariat staff and management ensuring that they develop annual plans that integrate gender equality outcomes;
- Develop a set of resources, tools and guidance on the integration of gender equality into UNCCD's operations.



Knowledge Sharing

- Develop, maintain and disseminate a comprehensive knowledge base on the gender perspectives in the area of work of the UNCCD to promote the professional development of staff in this area and provide information as required for different purposes;
- Develop and disseminate a collection of good practice examples of gender mainstreaming in different types of work carried out across the UNCCD;
- Maintain contacts with Country Parties, as relevant and appropriate, and develop regular contact with CSO's and academics working with gender perspectives in this field;
- Develop and maintain expert guidance and partnership related to gender equality and ensure follow-up;
- Represent UNCCD at different forums, knowledge networks and communities of practice as appropriate;
- Perform any other job-related activities required to achieve the goals and objectives of the team, the Unit, the Programme or the secretariat.

Requirements

Education: Advanced university degree (Master's degree or equivalent) in a field relevant to the assignment, for example in gender studies, public administration, social sciences, agriculture economics, social anthropology, rural development or another relevant field.

Work Experience: At least 5 years of relevant experience in analysing and integrating gender dimensions into policy and programme formulation and implementation, particularly in the context of land/natural resource use and management, agriculture, food and water security including capacity development programmes and tools; Experience in developing gender related capacity building programmes and knowledge sharing products; Familiar with gender-responsive monitoring and evaluation methods, including gender -related statistics, indicator development and budgeting; Highly developed conceptual, analytical and innovative problem-solving ability; demonstrated ability to handle complex issues.

Languages: For the post advertised, fluency in oral and written English is required. Knowledge of another UN official language would be considered an advantage.

Competencies

Professionalism: Knowledge of gender equality, gender mainstreaming concepts and analysis. Ability to identify issues, analyses and participate in the resolution of issues/problems. Conceptual, analytical and political skills. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify and exhibits interest in having two-way communication; tailors' language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.



Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Client Orientation: Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view; establishes and maintains productive partnerships with clients by gaining their trust and respect; identifies clients' needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the clients' environment to keep informed and anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.

Assessment

Evaluation of qualified candidates may include an assessment exercise which may be followed by competency-based interview.

Special Notice

The UNCCD is committed to a 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position.

Individual contractors and consultants who have worked within the UNCCD in the last six months are ineligible to apply for professional and higher temporary or fixed-term positions and their applications will not be considered.

This job opening is for an initial period of one year and may be renewed subject to availability of project funding.

Submission of applications

All applicants are requested to complete a United Nations Personal History Form². When completing the PHP, ensure ALL fields, ALL professional experience and contact information are completed and up to date. This information is the basis for the hiring manager to assess your eligibility and suitability for the position and to contact you.

PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE ACCEPTED.

All applications should be sent by e-mail to staffing@unccd.int with reference to **CCD/20/P/INT&EXT/04**.

PLEASE INDICATE IN THE SUBJECT LINE THE VACANCY ANNOUNCEMENT NUMBER ON THE APPLICATION.

No telephone calls will be returned. Applications will not be acknowledged; only short-listed candidates will be contacted. Candidates who do not receive any feedback within three months of the deadline should consider their application as unsuccessful.

² UNCCD P-11 form in electronic fill-in .pdf OR .docx format available: <https://www.unccd.int/about-us/secretariat/vacancies/applying-unccd>