**Sexual and Reproductive Health (SRH) Coordination Analyst**

**Job title: Coordination Analyst (SRH)**

**Level: NOB**

**Position Number: -**

**Location: Beirut, Lebanon  
Full/Part time: Full-Time**

**Fixed term/Temporary: Fixed Term**

**Rotational/Non Rotational: Non Rotational**

**Duration: One year** (*Renewable on condition of satisfactory performance and funding availability, and up to the limit of the project lifespan*)

**The Position:**

Under the overall guidance of the Head of Office, supervision of the UNFPA Lebanon Humanitarian Coordinator and in cooperation with the SRH Specialist, the SRH Coordination Analyst will be the Focal Point for coordination of various health related platforms and mechanisms namely the health sector interagency coordination mechanisms, the Reproductive Health sub working group (RH SWG) and the Clinical Management of Rape Taskforce (CMR TF). He/she will also participate in various inter sector coordination as well as relevant adhoc coordination mechanisms to continuously advocate for the need to prioritize RH both as a package and an integrated component with other sectors. He/ She will ensure input and follow up to emergency/humanitarian response under Emergency Response Plan (ERP), COVID19, 3RF and Lebanon Crisis Response Plan (LCRP) also in accordance with the recent national health strategy developed and adopted by the Ministry of Public Health.

The SRH Coordination Analyst will interact and work closely with the focal points in the Ministry of Public Health, implementing partners as well as sister UN agencies (UNHCR, UNICEF, IOM, WFP and WHO) to ensure improved, coordinated and complementary SRH services by all actors especially those of life-saving/critical nature.

**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.

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 would be responsible for:**

The SRH Coordination Analyst will ensure representation of UNFPA in the various health related coordination platforms/mechanisms/structures noted above for prioritizing SRH in the joint planning, programming, services, monitoring, knowledge management, etc especially in emergency situations. The incumbent will co-chair the interagency RH SWG and CMR TF with the government in lead. Under the direction of the Humanitarian Coordinator and in close collaboration with the SRH programme specialist at CO level, the SRH Coordination Analyst will perform the below tasks:

**Coordination**

* Provide guidance/support/advise at the interagency level in SRH for improved and coordinated joint planning and response among all actors
* Ensure provision of consolidated information/data on SRH to feed into Humanitarian Needs Overview, Persons in Need, etc for various response plans.
* Ensure proactive IA contribution/monitoring to the SRH related components in response plans (i.e. ERP/LCRP)
* Promote coordination among different RH actors including for joint generation of evidence, sharing information, coordination of interventions, referral between sectors, etc.
* Coordinate for the development of joint SRH and CMR BCC material and related messages to ensure harmonized language and priorities among all actors and stakeholders
* Lead efforts towards implementation of the RHSWG and the CMR communication plans developed in 2021
* Proactively coordinate and ensure the preparation and execution of regular RHSWG and CMRTF meetings, workshops, webinars, and events and ensure thorough follow up on actions/decisions
* Develop annual work plan for the RHSWG and the CMRTF including coordination of implementation, tracking performance, compilation of programs/ studies on SRH and CMR, dissemination of information, etc
* Develop and disseminate yearly reports for each of the RHSWG and CMRTF through compiling input/progress/best practices from partners and agencies
* Guide the establishment of a repository of SRH and CMR resources as part of Knowledge Management on SRH and CMR
* Lead on the development of periodic newsletters/dashboards/updates featuring efforts by all actors under the RHSWG and CMRTF structures
* Coordinate people and processes to ensure that action plan of the CMR national strategy is implemented in a timely manner and produce the desired result
* Coordinate immediate joint SRH responses for any new emergency(ies).
* Support coordination of donor visits to multiple partner SRH related projects as requested

**Advocacy**

* Advocate for promoting harmonized SRH services among all actors, integration of CMR in the health service package and ensuring SRH and CMR are adequately reflected in the various response plans;
* Facilitate and liaise with other sectors in order to prioritize SRH as a key component (i.e. with WASH, protection, livelihood, nutrition, etc);
* Advocate for the contribution of the RH SWG in key assessments i.e. Vulnerability Assessment for Syrian refugees, Multi Sector Needs Assessment, etc through review of tools, mainstreaming key SRH/CMR related needs, targeting key groups, etc.
* Provide Head of Office and Humanitarian Coordinator with continuous information and updates on SRH /CMR related gaps and priorities that require attention at various levels
* Advocate for cost sharing on specific joint interventions under each of the 2 coordination structures
* Advocate for implementation of national campaigns on SRH and/or CMR

**Technical**

* Facilitate provision of regular monitoring on SRH and CMR including critical needs /gaps, risks, challenges, and opportunities;
* Revise RH SWG TOR using a participatory approach and guide the development of its 2023 workplan;
* Facilitate the update of the SRH service mapping;
* Guide the collection and analysis on RH data as deemed necessary;
* Assist the sector in proposal writing for resource mobilization
* Contribute to the CO reporting for donors supporting coordination including conducting feedback/performance survey on annual basis;
* Disseminate best practices on SRH and on CMR

**Qualifications and Experience**

**Education:**

Master’s degree in medical field, public health, Population studies, Management, Social Science, or other related fields.

**Knowledge and Experience:**

* At least 2 years of professional experience in health/SRH/maternal health programmes
* Experience in coordination with multiple stakeholders
* Good knowledge of the government and NGO sectors in Lebanon
* Humanitarian experience and international experience are of added advantage.
* Experience with the UN system is an asset
* Proven facilitation skills and experience in working with different stakeholders

**Languages:**

Fluency in English and Arabic is required

**Required Competencies**

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| **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. | **Managerial Competencies:**   * Providing focus * Engaging in internal/external partners and stakeholders * Leading, developing and empowering people creating a culture of performance * Making decisions and exercising judgment |

**Compensation and Benefits**

This position offers an attractive remuneration package including a competitive net salary, health insurance and other benefits as applicable.

**Disclaimer**

UNFPA does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. Fraudulent notices, letters or offers may be submitted to the UNFPA fraud hotline <http://www.unfpa.org/help/hotline.cfm>