



JOB DESCRIPTION

Official Job Title:	National Coordinator FGM/GBV Duty Station: Banjul	
Grade (Classified)	SB4	
Post Number:	00108734	
Post Type:	<input type="checkbox"/> Rotational <input checked="" type="checkbox"/> Non-Rotational	
Classification Authority:	Division of Human Resources (DHR)	Date: August 2017

1. Organizational Background

The UNFPA/ Government of The Gambia 8th Country Programme focuses on two outcomes which are: 1. Sexual and Reproductive health and 2. Adolescents and Youth. To support the implementation of the programme and quality delivery, the UNFPA Country Office is seeking a **National Coordinator FGM/GBV**.

The National Coordinator FGM/GBV is located in The Gambia Country Office (CO). Under overall guidance and supervision of the Representative and direct supervision of the Assistant Representative, the National Coordinator FGM/GBV will support the strengthening of capacity of the Gender machinery to better coordinate FGM/C and GBV intervention. He/she will support Women's Bureau and other actors in coordinating all FGM/C and GBV activities including the work of the National Steering Committee on FGM/C and GBV.

2. Major Activities/Expected Results

- Provides technical support to the National Steering Committee on FGM/C and GBV
- Immediately facilitate the review, formulation and enactment process of a legislation on FGM/C
- Development of a comprehensive Anti FGM/C Programme
- Identify and develop strategic policy and programme intervention in addressing violence against women and girls.
- Review of the National Action Plan on FGM/C and GBV
- Monitor the implementation of FGM/C and GBV activities countrywide
- Provide monthly report on the implementation of FGM/C and GBV activities
- Facilitate meetings of the committee on the Domestic Violence and Sexual Offences Acts 2013.
- To enhance sharing of information on results and identify enabling factors for the implementation of the GBV Communication Strategy.
- Development of guidelines for disbursement of funds to support victims of violence and their families
- Review and update the National Plan of Action for the Elimination of FGM/C 2012 - 2016
- Review and update the National plan of action on GBV 2012 - 2016
- Support resource mobilization activities for the implementation of the National Plan of Action on Gender Base Violence as well as the National Action Plan on FGM/C.
- Monitor and report on progress on the implementation of the Women's Act 2010, Sexual Offences Act 2013 and Domestic Violence Act 2013.
- Represents the Country Office in the Gender Working Group and any other relevant structure
- Performs any other duties as assigned by the Representative.

3. Work Relations

Internal contacts include the Representative, Assistant Representative and other members. External contacts include other UN agencies in country, and counterparts and partners in Country programme activities, including international NGOs, experts etc.

4. Job Requirements

Education:

Advanced Degree in Social Sciences, Law, or other related areas is required.

Knowledge and Experience:

- 5 years post graduate work experience
- Experience in research, project proposal writing, monitoring, evaluation and report writing.
- Good communication skills
- Good qualitative and quantitative data analysis skills
- Client oriented and strong team work;
- Strong communications and writing skills in English;
- Proficiency in current office software applications.

Required Competencies:

Core Competencies:

Values/Guiding Principles: Integrity/commitment to the organisation and its mandate/cultural sensitivity/valuing diversity

Developing people: developing people/coaching and mentoring/performance management/fostering innovation and empowerment

Personal leadership and effectiveness: Analytical and strategic thinking/Results orientation/commitment to excellence

Building Management Relationships: Working in teams/communicating information and ideas/self-management/emotional intelligence/conflict management/negotiating and resolving disagreement

Functional Competencies:

- *Innovation and marketing of new approaches* – Enhances existing processes and products. Documents and analyzes innovative strategies, best practices and new approaches. Adapts quickly to change.
- *Leveraging the resources of partners/ building strategic alliances and partnerships* – Establishes, maintains and utilizes a broad network of contacts to keep abreast of developments and share information. Analyzes selected materials for strengthening strategic alliances with partners and stakeholders.
- *Advocacy/ advancing a policy oriented agenda* – Prepares and communicates relevant information for evidence-based advocacy. Maintains a functioning network of contacts in the media and civil society to support advocacy efforts, and takes opportunities to advocate UNFPA's mandate.
- *Resource mobilization* – Provides inputs to resource mobilization strategies, analyzing and maintaining information and databases on donors and developing database of project profiles for presentation to donors.

Languages:

Fluency in English is required.

5. Application Process:

Interested applicants are requested to submit a cover letter, updated CV and a completed P-11 form to the email address below:

[**vacancy.gambia@unfpa.org**](mailto:vacancy.gambia@unfpa.org)

The closing date for submission of applications is 6th October 2017. All applications should be clearly marked “**Application for the Position of National Coordinator FGM/GBV**”.

You may also access this vacancy through the UNFPA link below:

<http://gambia.unfpa.org/en/vacancies>

OR

https://erecruit.partneragencies.org/psc/UNDPP1HRE/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_CE.GBL?Page=HRS_CE_HM_PRE&Action=A&TargetFrameName=