



United Nations Population Fund (UNFPA) is pleased to announce the following vacancy:

Job title:	Youth in Humanitarian Response Officer
Category:	Service Contract (SB4)
Opening date:	7 April 2022
Closing date:	21 April 2022
Vacancy Number:	VA-CO-2022-04-02
Location:	Kabul, Afghanistan
Full/Part time:	Full-Time
Rotational/Non Rotational:	Non-Rotational
Duration:	One year (renewable upon availability of funding)

The Position:

The Youth in Humanitarian Response Office assists in the design, planning and management of UNFPA's humanitarian response by analyzing adolescents and youth relevant political, social and economic trends and providing inputs to adolescents and youth project formulation and evaluation, and joint programming initiatives. Under the direct supervision of the Youth Community Mobilization Specialist leads the process of Humanitarian Youth programme/ project development and implementation by using and developing appropriate mechanisms and systems and ensuring compliance with established procedures, as well as by monitoring results achieved during implementation.

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, even in a challenged security environment.

Job Purpose:

Working within a large and complex Country Office (CO) environment, you will support the effective management of UNFPA activities in the areas youth in humanitarian response context, with close coordination with Gender Based Violence (GBV), Reproductive Health, and Humanitarian programs. Through substantive analysis and assessment of political, social and



economic trends, you will contribute to youth project formulation and evaluation, joint programming initiatives, and support youth coordination and advocacy and most importantly establishing good working relations with active civil society actors, youth groups, youth networks and youth organizations

You would be responsible for:

A. Programme Development and Implementation

- Analyze and interpret the political, social and economic environment relevant to adolescents and Youth, adolescents and harmful practices including Child Marriage and Youth and peace security in Afghanistan, and identifies opportunities for UNFPA assistance and interventions.
- Assess the programmes' needs for strategic interventions and participate in the fund-raising process by assessing the adolescents and youth needs. Provide ideas and assist in writing technical and financial proposals in collaboration with the Youth team, Humanitarian Coordinator, Resource Mobilization specialist, and the M&E specialist.
- Identify implementing partners; work with them on designing programme ideas and proposals, agreements and work plans.
- Participate in the identification and formulation of the Humanitarian Response and Youth component projects by compiling and analyzing information in the subject areas of UNFPA assistance to civil society, drafts project documents and work plans and prepares tables and statistical data.
- Remain up-to-date on new policy and contextual developments, and ensure adherence to UNFPA's policy and financial rules/regulations.
- Ensure integration and linkages of the Y-PEER programme within regular and humanitarian programmes and work with the YPEER coordinator on documentation of YPEER initiatives and success stories.
- Foster links between the Youth programme, Sexual and the Reproductive Health, Gender Based Violence, and Humanitarian programs.
- Support Youth Innovations and leadership in humanitarian response, reducing inequality, promoting health, peace and security, and support enabling platforms for active youth participation.

B. Capacity Building

- Assess capacity gaps for youth and humanitarian response partners and support the facilitation of capacity building among first-line counterparts for issues pertaining to programme management and advocacy towards humanitarian response.
- Assess the training needs of the partners and counterparts and support the facilitation of capacity building training, workshops and other activities.
- Ensure the provision of technical assistance and guidance to all executing and implementing agencies in the area of adolescents and youth reproductive health and healthy lifestyles to maximize results and achievements based on the signed work plans with UNFPA partners.

C. Monitoring and Evaluation and Reporting



- Gather and compile all information necessary for monitoring and reporting on programmes and projects from the planning to the evaluation stages.
- Review, monitor, evaluate and provide technical assistance to projects related to adolescents and young people at national and sub-national levels according to UNFPA rules and procedures.
- Review and monitor programme/project budgets (in close consultation with Operations team) and assist relevant partners in preparing financial reports as per UNFPA rules and regulations namely preparation of accurate Funding Authorization and Certification of Expenditures (FACE).
- As required, conduct AWP's budget revisions, and maintain regular review of projects financial data on quarterly basis (FACE, IP bank balance and financial books as well as OFA quarterly status).
- Support conducting Audits and Spot checks and follow up on recommended actions;
- Keep records of all project's narrative and financial reports, projects' annual forms and other related reports.
- Evaluate Youth projects and programme activities, establishing and implementing mechanisms to systematically assess the achievement of results, conducting field visits, participating in review meetings and evaluation missions and preparing regular inputs to status and progress reports. Analyzes factors affecting the achievement of results, recommends corrective actions and follows up on recommendations.
- Contribute to creation and sharing of knowledge by synthesizing and documenting findings and lessons learned, success stories and best practices, strategies and approaches of the Youth in humanitarian response Programme, and drafting relevant materials for dissemination.

D. Coordination, Advocacy, and Partnership

- Provide needed support for the Youth Community Mobilization Specialist in Adolescents and Youth coordination forums, including the work to advocate for the Compact for Young People in Humanitarian Action
- Support UNFPA area offices in Kandahar, Jalalabad, and Herat
- Represent UNFPA in any other UN and humanitarian Youth related working groups upon management direction.
- Support the advocacy and resource mobilization strategy of the Youth Programme by compiling and synthesizing relevant background materials for use in discussions and public events.
- Establishes and maintains a network of youth groups, youth networks and youth partners

E. Perform other tasks as assigned by the Humanitarian Coordinator or the Head of Office

Qualifications and Experience:

Education:



Advanced university degree (Master's degree or equivalent) youth work, social work, humanitarian management, women's studies and/or other related social science fields. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Knowledge and Experience:

- Prior experience in the field of youth programming.
- Minimum two years of relevant, demonstrated professional experience in the design, implementation, monitoring and evaluation of projects in the areas of youth work, youth development, or population and reproductive health
- Working experience at national and grassroots levels
- Familiarity with the UN and humanitarian programming and inter-agency coordination system.
- Experience in training facilitation, monitoring and overall coordination of the component.
- Experience in budget development and management.
- Experience using office software packages and web-based management systems

Languages:

Fluency in English, Dari, Pashto is required.

Required Competencies:

<p>Values:</p> <ul style="list-style-type: none"> • Exemplifying integrity, • Demonstrating commitment to UNFPA and the UN system, • Embracing cultural diversity, • Embracing change 	<p>Functional Competencies:</p> <ul style="list-style-type: none"> • 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
<p>Core Competencies:</p> <ul style="list-style-type: none"> • 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 	

Compensation

and

Benefits:



This position offers an attractive remuneration package including a competitive net salary plus 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> In accordance with the Staff Regulations and Rules of the United Nations, persons applying to posts in the international Professional category, who hold permanent resident status in a country other than their country of nationality, may be required to renounce such status upon their appointment.

PLEASE NOTE THAT THIS VACANCY IS OPEN ONLY TO NATIONAL OF AFGHANISTAN

How

to

apply:

- Completed United Nations Personal History form (P-11) along with cover letter should be channeled to recruitment.afg@unfpa.org.
- Email Subject: VA-CO-2022-04-02 Youth in Humanitarian Response Officer
- Late submissions, incomplete packets, or submissions with an incorrect email subject heading will not be considered.

[Qualified Female Candidates Are Highly Encouraged To Apply!](#)