



<b>Job Description</b>	Sexual and Reproductive Health and Rights Specialist
<b>Post Title</b>	Sexual and Reproductive Health and Rights Specialist
<b>Type of Contract</b>	Local ICA
<b>Level</b>	LICA 3
<b>Duration</b>	12 months (initial), renewable
<b>Duty Station</b>	Boa Vista - RR

### **Organizational context**

The new UNFPA country programme for Brazil was approved by the Executive Board for a five-year period of 2017-2021 and covers 4 strategic areas: Sexual and Reproductive Health; Adolescents & Youth; Population Dynamics which includes South-South Cooperation in support of the ICPD agenda. The CPD is based on a total resource plan of USD 37.5m of which USD 4,5m regular resources and USD 33m to be mobilized.

At the same time, the UN in Brazil signed a new Development Assistance Framework (UNDAF) covering the same 5-year period as the UNFPA CPD (2017-2021). UNFPA Brazil was nominated to coordinate the 1 of the 5 strategic areas, the People pillar. In addition, UNFPA is chairing the Government/Interagency working group on Youth and the Government/Interagency working group of HIV/AIDS. Furthermore, UNFPA is co-chairing the Brazilian Chapter of the Global Health Partnership - H6.

An increasingly important part of UNFPA's programme is implemented from locations other than the capital, Brasilia. Such is the case of UNFPA engagement in response to the influx of Venezuelans in Roraima, being managed from Boa Vista (RR). As of 2015, Brazilian authorities registered a growing number of Venezuelans seeking health services and asylum in Brazil. By July 2018, an estimated 25,000 Venezuelans were living in Roraima, 40% of which were women. On 15th February 2018 the Federal Government declared state of social emergency in Roraima and announced efforts to relocate migrants in other states, starting with the resettlement of 1,000 people in the cities of São Paulo, Manaus and Cuiabá on a voluntary basis. UNFPA started its operations in Roraima in 2017, focusing on the prevention and the response of Gender-Based Violence and Sexual and Reproductive Health in the emergency context.

The Sexual and Reproductive Health and Rights Specialist (SSR Specialist) is located in the project office in Roraima and reports to the UNFPA Country Office (CO). The Specialist plays a key role in supporting the delivery of the UNFPA Humanitarian Assistance Program in all thematic areas of the UNFPA Country Program. The SSR Specialist plays an essential articulation role between Programme development in context in the emergency and implementation with orientation da Humanitarian Affairs Analyst. As such, the SSR Specialist role is transversal and supports all Humanitarian Affairs programme areas across the UNFPA mandate in Brazil.

### **Summary of main functions**

Under the overall guidance and the direct supervision of the Humanitarian Affairs Analyst, the incumbent Provide programmatic support for the promotion of Sexual and Reproductive Health and Rights in the State of Roraima.

The technical specialist will act as on the work of Sexual and Reproductive Health and Rights. In this capacity, it will be responsible for providing technical support to strengthen the capacity of actors engaged in the response to the migratory emergency to promote the sexual and reproductive health and rights of migrants and refugees in line with the mandate and instruments used by UNFPA. The support of the specialist should contribute to the design, planning and implementation of strategic actions from a human rights, gender, sexual and reproductive health perspective. In this way, it should contribute to the articulation and execution of the response of the Brazilian State, including the Union,



State and Municipalities, as well as of civil society, to the emergency situation resulting from the increase in the flow of Venezuelan migration to the State of Roraima.

Major duties and responsibilities are as follows:

- Provide technical support for programmatic support for the promotion of Sexual and Reproductive Health and Rights in the State of Roraima, contributing to the identification of critical factors, gaps and actions necessary for the promotion, protection and respect for Human Rights in the migratory context, including in the theme gender-based violence, adolescent and women's rights, rights of people living with HIV and LGBTI rights.
- In coordination with local authorities (municipal, state and federal government) ensure that the implementation of the Guidelines for Interventions in the Field of Gender-Based Violence in Humanitarian Contexts and Minimum Initial Service Package (MISP) are addressed in the response to emergency.
- Go along sectoral actions of institutions that are part of the Networks, in view of national and international protocols and current legislations.
- Mobilize partners and participate in meetings with government partners, civil society and private initiative.
- Prepare technical and information documents, work plans and monitoring reports, taking into account national and international protocols relevant to the issue.
- Schedule, facilitate and register meetings.
- Organize logistical and technical support for meetings, workshops, missions and events.
- Develop briefings and presentations and systematize relevant information and data for partnerships and meetings.
- Conduct training and training on relevant issues, in collaboration with local and national actors, with a focus on the UNFPA team, civil society actors and also staff working in services and management.
- Prepare correspondence and prepare reports in Portuguese, Spanish and English whenever requested.
- Keep updated project and data files.
- Acting in liaison with the UNFPA Brazil office and government actors designated by the project coordinator.
- Systematize and organize information on the results obtained in the project activities during the period, in order to contribute to the production of reports.
- Contribute to knowledge management by recording and documenting results and lessons learned.
- Support strategies for advocacy and resource mobilization.
- Perform other activities, whenever requested by the supervisor.

## Work relations

### Escritório do UNFPA no Brasil

Casa das Nações Unidas, Complexo Sérgio Vieira de Mello  
Setor de Embaixadas Norte, Quadra 802, Conjunto C, Lote 17, Brasília-DF  
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Internal contacts include the Operations Manager, the CO's programme/technical team and the Senior Management Team.

## **Job requirements**

### **Mandatory requirements**

- Professional with first university degree in health or other areas related to attention to people in situations of gender based violence.
- Minimum experience of 10 years in the prevention, approach and coping with sexual and reproductive health, gender based violence, permanent education in services.
- Knowledge of concepts and main debates related to the themes of sexual and reproductive health, rights, gender equality, ethnic-racial equality and adolescence and youth.
- Initiative, capacity to organize and meet deadlines.
- Ability to analyze and synthesize written communication.
- Ability to work in teams, openness to respond positively to different points of view and criticism regarding their individual performance, as well as make necessary adjustments.
- Brazilian national
- Portuguese

### **Desirable requirements**

- Experience in emergency situations.
- Work Experience in Migration.
- Experience in articulation of intersectoral work plans.
- Degree in medicine and nursing.

### **Corporate Skills**

- **Integrity**
  - Act in accordance with UNFPA and UN values, administrative rules, code of conduct and ethical principles.
  - Exercise critical judgment when handling operational data focusing on the better fulfillment of UNFPA's mandate and securing information confidentiality.

- **Client/Partner Orientation**
  - Contribute to the achievement of positive results for clients and partners by anticipating needs and concerns, and responding to them efficiently.
- **Sensitivity to cultural diversity**
  - Demonstrate inclusive behavior with colleagues and stakeholders by successfully developing cross-cultural relationships.
  - Be adaptable and sensitive to political, religious and cultural differences.
  - Actively promote equity and gender diversity in all activities.
- **Innovation**
  - Demonstrate curiosity and creativity when solving administrative problems.
  - Be tolerant with different points of view and understand the role of operations as an evolving area of UN reform which contributes to a more effective and efficient implementation.
- **Accountability**
  - Be accountable for handling confidential information in support of UNFPA's work in Brazil.
  - Ensure information is correctly collected, recorded and used to minimize errors and strengthen implementation.

## Basic Skills

- **Achieve results**
  - Seek ways to optimize the use of resources and ensure the correct execution of policies.
  - Promote actions to ensure that daily activities are executed on time.
- **Focus on problem solving**
  - Actively support operational services and promote exchange of information with programme units.
  - Support the implementation of appropriate solutions in support to UNFPA operations, focusing on practices that have the potential to enhance existing systems and that can lead to the identification of corrective measures to solve problems.
- **Working in a Team and Managing Relationships**
  - Promote team harmony by collaborating with colleagues and paying due consideration to ideas from other members.
  - Stay calm and focused even under pressure.
  - Take advantage of team diversity to achieve better and more innovative results.
  - Demonstrate resilience when dealing with complex and urgent tasks.
  - Ability to work independently and as part of a team.
- **Communication for impact**
  - Encourage and actively engage in open, objective discussions demonstrating the ability to see problems and situations from the perspective of team members.
  - Express ideas clearly and encourage open dialogue in order to develop better solutions without undermining peer relationships.
  - Excellent writing and communication skills.



- Good research skills and ability to synthesize information.
- **Functional skill set**
  - Attention to detail and organization.
  - Appropriate handling documents, correspondence and reports.
  - Good planning skills.
  - Provide logistical and administrative support.
  - Knowledge of basic IT systems and hardware.
  - Full working knowledge of Spanish and English is essential.

### **How to apply**

Complete the P11 form available at [https://brazil.unfpa.org/sites/default/files/vacancies/P11\\_port\\_final.doc](https://brazil.unfpa.org/sites/default/files/vacancies/P11_port_final.doc)

Procedure: On the vacancy announcement page, click "Apply Now". After completing the necessary data, click on "Submit Application". In "Attach Resume", click "Browse" to include your already filled in P11. In "Upload Resume", submit your P11.

### **Important notes**

Only applications made using the P11 form and submitted within the deadline will be considered.

UNFPA is committed to human diversity in terms of gender, nationality and culture. People from minority groups, indigenous people and people with disabilities are encouraged to participate in the selection process. All applications will be analyzed with complete confidentiality.

Due to the high volume of applications, individual receipt confirmation is not be possible. Only a limited number of pre-selected candidates will be contacted.

Candidates must be of Brazilian nationality or have legal authorization to work in the country.

UNFPA does not charge any type of fee to participate in this process. UNFPA does not solicit or search for individual information about HIV or AIDS and does not discriminate against HIV-positive people. UNFPA offers equal opportunities to all applicants and encourages Afro Descendants and women to apply.