

<b>Title:</b>	Project Officer
<b>Domain:</b>	Education
<b>Grade:</b>	P3 – three positions are under recruitment
<b>Organizational Unit:</b>	UNESCO Headquarters
<b>Duty Station:</b>	Paris, France
<b>Type of contract:</b>	Project Appointment
<b>Duration of contract:</b>	1 year with the possibility of extension subject to satisfactory performance and availability of funds
<b>Annual salary:</b>	Approx. USD 86,193.
<b>Deadline (<i>midnight, Paris time</i>):</b>	<b>13 September 2019</b>

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UNESCO Core Values: Commitment to the Organization, Integrity, Respect for Diversity, Professionalism

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### Overview of the functions of the posts

Under the overall authority of the Assistant Director-General for Education (ADG/ED), the leadership of the Director of the Division for Peace and Sustainable Development, the guidance of the Chief of Section for Health and Education and the direct supervision of the Team Leader: Sexuality Education, sexual and reproductive health (SRH) and Gender, the incumbents are responsible for providing technical expertise and contributing to the effective planning and implementation of UNESCO's global work on comprehensive sexuality education (CSE) and school-related gender-based violence (SRGBV).

As a result of expansion of the Section for Health and Education, three posts are being recruited to ensure the effective delivery of the portfolio of work. Under the aforementioned global themes, one post will have a priority focus on technical, policy and research work; one post will have a priority focus on technical, policy and curricula work; and one post will have a priority focus on technical, policy and partnerships work. Candidates may express a preference for one or more of these roles in their letter of application, although this is not required.

The strategic priorities of the Section for Health and Education are to ensure that all children and young people benefit from good quality comprehensive sexuality education, and have access to safe, inclusive, health-promoting learning environments. Within this context, the incumbent(s) will perform the following duties:

Contribute technical, research and writing expertise to the work on CSE (within the broader context of school health), including on HIV, SRH, gender equality and school violence and bullying (SVB) including SRGBV

- Support the development, review, and publication of key technical, policy and advocacy resources on CSE, SVB/SRGBV or related areas for a range of audiences including policy makers, researchers, donors, civil society etc.
- Draft and edit documents and resources for UNESCO. Analyse and provide technical inputs to documents developed by partners.
- Support the generation of new research and integration of evidence in UNESCO's technical outputs.
- Contribute to the conceptualisation of new areas of technical work in relation to HIV, CSE, SVB/SRGBV, menstrual hygiene management, early pregnancy etc.

Build and maintain partnerships, promote knowledge management and support advocacy

- Coordinate, or support, UNESCO's role in key inter-agency mechanisms on CSE, HIV and SVB/SRGBV.
- Represent UNESCO as required in partnership fora and / or international settings such as conferences.
- Establish and manage effective CSE knowledge management platform in collaboration with partners.
- Advocate for CSE and SVB/SRGBV with variety of audiences including UNESCO, UNAIDS cosponsors, Member States, civil society, donors and other development partners.
- Plan and support stakeholder meetings or conferences on key themes.

Support programme management and implementation

- Support UNESCO regional health advisors and country colleagues in the development, implementation and monitoring of effective programmes.
  - Support the development and application of new tools and resources to support policy, curriculum,
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- teacher training and monitoring of CSE or SRGBV programmes at regional or country level.
  - Support project planning and reporting, strategic planning and resource mobilisation.

Contribute to other tasks including the development and monitoring of the section's work in line with the UNESCO strategy on education for health and wellbeing.

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## Competencies

The successful candidates will be required to demonstrate the following competencies:

### Core Competencies

Accountability  
Communication  
Teamwork  
Innovation  
Results focus  
Planning and organizing  
Knowledge sharing and continuous improvement

For detailed information please consult the [UNESCO Competency Framework](#)

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## Required qualifications

### Education

- Advanced university degree (Master's Degree or equivalent) in education, social sciences, public health or related field

### Work Experience

- Minimum 4 years of relevant professional experience, acquired at national and international level, in one or more of the following domains: sexuality education, school health, HIV, sexual and reproductive health, gender-based violence.

### Skills and competencies

- Strong understanding of country contexts in different regions (eg. Africa, Asia, Latin America, Caribbean) and a clear understanding of development work and of the education sector;
- High level of technical writing skills on issues related to HIV, sexuality education, sexual and reproductive health and gender equality;
- Excellent networking and partnership building skills, with understanding of effective advocacy approaches;
- Strong communication and presentation skills;
- Strong strategic and analytical skills;
- Demonstrated skills in project management, monitoring, resource mobilisation and donor relations;
- Excellent interpersonal skills, tact and diplomacy;
- Ability to multi-task, prioritize and deliver to deadline, as well as work under pressure.

### Languages

- Excellent knowledge (oral and written) of English.

## Desirable qualifications

### Work Experience

- Experience in supporting ministries of education or other government bodies on education, SRH and/or gender;
- Experience working with the UN and other relevant inter-agency mechanisms and networks;
- Experience of working with key donors and development partners on health and education;
- Experience of working on one or more of the following key thematic areas: ICTs in education or health promotion; curricula or teacher training in relation to health education; gender-based violence and / or school violence; youth engagement. .
- Experience of coordinating or participating in inter-agency mechanisms or networks.
- Experience working in a developing country setting

### Skills and competencies

*UNESCO is committed to promoting geographical distribution and gender equality within its Secretariat. Therefore, women candidates are strongly encouraged to apply. Persons with disabilities equally are encouraged to apply.*

*UNESCO applies a zero tolerance policy against all forms of harassment.*

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- Familiarity with UNAIDS priorities and programme mechanisms;
  - Ability to commission, review and/or synthesise academic research on health and education.

#### Languages

- Working knowledge of French
- Knowledge of another UNESCO official language (Arabic, Chinese, Russian and Spanish).

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#### Assessment

An assessment exercise may be used in the evaluation of candidates

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#### How to apply

To apply, please send your application letter and UNESCO CV, in English by email to Ms Séverine Pillado [se.pillado@unesco.org](mailto:se.pillado@unesco.org). Please use the reference “ED/PA: Project Officer Health & Education” in the subject line of the email.

Application files will have to reach UNESCO by 13 September 2019 before **midnight** (Paris time).

Additional information about UNESCO and its work on HIV and health education is available from the website: <http://www.unesco.org/aids>

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#### Benefits and entitlements

UNESCO’s salaries are calculated in US dollars. They consist of a basic salary and a post adjustment, which reflects the cost of living in a particular duty station, as well as exchange rates. Other benefits include: 30 days annual leave, family allowance, home travel, education grant for dependent children, pension plan and medical insurance. More details can be found on the [ICSC Website](#).

Please note that UNESCO is a no-smoking Organization.

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