

Advertisement

Junior Professional Officer

Programme Analyst for conflict
prevention

United Nations
Development
Programme

Closing: 2 November 2014



*Empowered lives.
Resilient nations.*

I General information

Title:	Programme Analyst for conflict prevention
Sector of Assignment:	Crisis prevention and recovery
Country:	First two years in Timor-Leste and last year in New York
Location (City):	Dili, Timor-Leste and New York, USA
Agency:	UNDP
Duration of Assignment:	Initially one year with the possibility to extend up to 3 years
Grade:	P1 step 1 or P2 step 1 in the first year, depending on the level of education and relevant working experience

Note : this post is opened in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of the Netherlands and is addressed exclusively to **people with the Dutch nationality.**

For criteria see the website of Nedworc Foundation:

<http://www.nedworcfoundation.nl/Index.htm?hoofdpath=/NL/JPO/General%20Information.htm&hoofdhash>

PLEASE read the conditions on the website before you apply!

II Duties, responsibilities and Output Expectations

1. Peace and development project activities

Summary of duties and expected output

- Coordinating ongoing activities and identifying ways to create synergies between different initiatives, including those pertaining to support on the G7+/New Deal for Peacebuilding and Statebuilding through a) G7+ global engagement and b) New Deal Implementation at country-level, as well as other UNCT activities.
- Planning and organizing activities to meet project goals, including assistance to facilitation and training activities, including on conflict sensitivity.
- Supporting the PDA in his/her efforts to undertake conflict/political analysis in support of the Resident Coordinator/Resident Representative, UN Country Team, and UNDP Country Office.

2. Capacity building

Summary of duties and expected output

- Support the UNCT via the PDA in technical assistance including strengthening capacities of

national institutions and processes for conflict prevention (including Government and civil society actors).

- Provide support to the UNDP Country Offices's work in peacebuilding, including the design of conflict sensitivity trainings for the Ministry of social solidarity and other tasks, as defined by UNDP
- Support the RC/UNCT via the PDA in identifying entry points to support peace and development, including, as necessary, initiating, supporting and facilitating multi-stakeholder dialogue processes.

3. Research, analysis and cooperation

Summary of duties and expected output

- Provide research support and analysis of the situation in the country in relation to peace, conflict and stability, and gender.
- Maintain linkages with national and international NGOs and civil society groups working on peace and conflict prevention in Timor-Leste.
- Perform any other duty assigned by the PDA

III Training component: Learning elements and expectations

Upon completion of the assignment the JPO will have/ will be able to:

- Develop strategies for supporting capacities for conflict prevention and peacebuilding
- Advise on conflict sensitivity and conflict prevention, including dialogue and facilitation
- Draw upon an established network with national and international stakeholders in the field of peacebuilding and conflict resolution
- Mobilize resources
- Write assessment reports and communicate with UNDP/DPA headquarters and donors
- Engage with local stakeholder and partners on projects, and assess project proposals

The JPO training programme includes the following learning elements:

- Participation in a two-week long Programme Policy and Operations Induction Course in New York within the first 3 to 6 months of assignment
- Use of yearly JPO career and duty-related travel and training allocation (DTTA)
- Other training and learning opportunities
- Portuguese language training (in first year)

IV Supervision

Title of supervisor: Peace and Development Advisor

Content and methodology of supervision

Under the direct supervision of the international Peace and Development Advisor and the Head of the Sustainable Development and Resilience Unit this position will be based within a Country Office for the first two years of the assignment, and within the Conflict Prevention Group of BCPR for the last year (third year assignment). Supervision will be done on the basis of results oriented work plan, continuous informal discussions, on the job training, weekly/bi-weekly team meetings, and mid-year and annual review of staff member's performance as per UNDP's Results Competency Assessment.

V Required Qualifications and Experience

Education:

Master degree or equivalent in social sciences, conflict transformation, peace and conflict studies, political science, international affairs, preferably with a concentration in conflict analysis, prevention or peacebuilding.

Working experience :

Preferably 2 to maximum 4 years relevant working experience, particularly with peace and conflict issues in the developing world is an advantage.

Languages :

Excellent writing and oral skills in English. Fluency in another UN-language and local language of the country of deployment (Portuguese) is an advantage.

Key competencies

- Well-developed skills and demonstrated experience in conflict prevention and/or recovery programmes, preferably in crisis or post-conflict settings
- Experience in strategy formulation, project design and/or programme development
- Demonstrated writing skills and ability to produce high quality reports

VI Background information on Agency/Department/Section

UNDP occupies a critical niche within the UN family in the achievement of impact in the field of Crisis Prevention and Recovery (CPR). UNDP, and especially its Bureau for Crisis Prevention and Recovery (BCPR) in close partnership with the Regional Bureaus thus aims to promote crisis-sensitive development and consolidate peace, primarily through UNDP Country Offices, and in partnership with other key stakeholders.

A major role of the Bureau for Crisis Prevention and Recovery (BCPR) of the United Nations Development Programme (UNDP) is to support Country Offices (COs) in the formulation and implementation of programs and projects in an immediate crisis and recovery context. At the same time, BCPR supports the Resident Coordinators in leading early recovery efforts at the country level on behalf of the UN system. BCPR's work is organized around four key areas: Conflict Prevention and Recovery, Disaster Risk Reduction and Recovery, Early Recovery, and Gender Equality and Empowerment of Women in Crisis Prevention and Recovery.

The Programme Analyst in Conflict Prevention can be deployed in pre-conflict, conflict and post-conflict situations; but are primarily applied to early pre-conflict, fragile political contexts to provide strategic and programmatic support to the PDAs, Resident Coordinators, UN Country Teams and UNHQ counterparts in their joint efforts to build national capacities for conflict prevention and transformation, peacebuilding and reconciliation. The Programme Analyst, in its function as a "Junior PDA", supports the PDA in identifying possible entry points for conflict prevention initiatives.

The UN system has deployed PDAs to all regions of the world notably: Bosnia, Cyprus, Ecuador, Fiji, Georgia, Ghana, Guinea Bissau, Guinea-Conakry, Guyana, Kenya, Kosovo, Kyrgyzstan, the former Yugoslav Republic of Macedonia, Maldives, Mauritania, Nigeria, Sri Lanka, Sudan, Togo, Yemen, Zimbabwe, etc. Junior PDAs would be deployed to assist PDAs in those COs in need.

The Programme Analyst will work within UNDP, under the direct supervision of the PDA and the UN Resident Coordinator.

VII Information on living conditions at Duty Station

Timor Leste is half of a tropical island on the Australian continental shelf characterized by a rugged mountain chain running east-west that divides the country into a generally warmer north coast and a milder south coast. The capital city, Dili, is located in the north.

Climate: The climate along the coast is relatively warm hot year round with an annual average temperature of 30°C. There are two distinct seasons: the north-east monsoon season, which runs from November to March, constitutes the rainy season throughout the country. The south-east monsoon season, which runs from March to October, constitutes the dry season with some rain on

the southern coast but otherwise dry and windy conditions in the rest of the country. The climate inland with its high mountains can be very cold with an annual average temperature of 15°C.

Health: At the moment, Stamford clinic serves as a recommended medical facility for UN staff. It has two approved UN physicians that can perform primary healthcare and simpler treatments, or recommend medical evacuation to Singapore. There is a national hospital with some international staff and a limited number of other private clinics in Dili. For more complex medical treatment and assessment, it is necessary to evacuate to neighbouring countries such as Darwin or Singapore.

Diet, Food and Water: Most staple foods can be found in the markets such as rice, meat, vegetables, cooking oil, salt and sugar. There are many local markets around Dili as well as four supermarkets that are stocked with imported goods, mainly from Australia, Indonesia, Singapore and China. Dili has a large number of restaurants, cafes and bars. There is a variety of food ranging from Western to Southeast Asian fare. You can also find several local warungs with less expensive meals. The price range for a meal can range from \$3 to \$20+.

Telecommunications: At the moment, there are three telecommunication providers in country, Timor Telecom and Telcomcel and Telemor. While Timor Telecom has been long present, Telcomcel and Telemor were newly launched in Timor-Leste, and started operating in February 2013. The SIM cards cost \$2-3 and pre-paid/pulsa cards range from \$1 to \$50.

Hotels: Most of the hotels in Dili are aimed at internationals and offer a good level of comfort with air-conditioned rooms and en-suite bathrooms. You can expect to pay from \$30 to \$50 per night.

Permanent Accommodation: Expect that your accommodation will range from the very basic to adequate, although many private houses in Dili have been renovated to a reasonable or even considered 'luxurious' level of comfort.

VIII How to apply

Applications can only be done through the following web-link:

http://www.jposc.org/content/programme/current_vacancies-en.html

Applications must be received no later than 2 November 2014. Applications received after this date will not be considered.

Applicants will receive acknowledgement of receipt of their submission

Only shortlisted candidates will be contacted.