

|  |  |
|--|--|
| <h1>Advertisement</h1>   |  <p>United Nations Entity for Gender Equality<br/>and the Empowerment of Women</p> |
| Junior Professional Officer  |  |
| Policy Analyst, Rule of Law and<br>Gender Justice  |  |
| UN Women   | <b>Closing date:</b> 31 July 2018 (midnight,<br>New York, USA)   |
| <b>I General information</b>   |  |
| <b>Title:</b>  | Policy Analyst, Rule of Law and Gender Justice   |
| <b>Sector of Assignment:</b>   | Women, Peace and Security  |
| <b>Country:</b>  | Indonesia  |
| <b>Location (City):</b>  | Jakarta  |
| <b>Agency:</b>   | UN Women   |
| <b>Duration of Assignment:</b>   | Initially one year with the possibility to extend up to a maximum of 3 years   |
| <b>Grade:</b>  | P1 step 1 or P2 step 1 in the first year, depending on the level of education and relevant working experience  |
| <p><b>Note:</b> 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 <b>NATIONALS OF DEVELOPING COUNTRIES THAT APPEAR ON THE LIST OF THE FOLLOWING COUNTRIES ELIGIBLE FOR THE DUTCH JPO PROGRAMME:</b></p> <p><a href="http://www.nedworfoundation.nl/pdf/List%20of%20eligible%20developing%20countries%20-%202015.pdf">http://www.nedworfoundation.nl/pdf/List%20of%20eligible%20developing%20countries%20-%202015.pdf</a></p> <p>Please note that people with INDONESIAN NATIONALITY are NOT ELIGIBLE</p> <p>For criteria see the website of Nedworc Foundation:</p> <p><a href="http://www.nedworfoundation.nl/Index.htm?hoofdpath=/NL/JPO/General%20Information.htm&amp;hoofdhash">http://www.nedworfoundation.nl/Index.htm?hoofdpath=/NL/JPO/General%20Information.htm&amp;hoofdhash</a></p> <p>Please read the criteria and FAQ section carefully before considering applying</p> |  |
| <b>II Duties, responsibilities and Output Expectations</b>   |  |
| <p><b>General</b></p> <p>UN Women's WPS security covers the portfolio of Gender Justice , Prevention of Violent Extremis and women's integration in sustaining peace. The JPO will learn in the office the sustaining peace work with grassroot women and about the policy aspect of prevention.</p> <p>The JPO will witness and join the development and implementation aspect of a multi agency joint Gender Justice Programme planned for a timeframe for 5 years.</p>  |  |
| <p><b>1. Support the development, implementation and coordination of a joint Gender Justice Programme in Indonesia (75%)</b></p> <ul style="list-style-type: none"> <li>• Support the development and negotiations of the UN Rule of Law/ Gender Justice joint programme (UN Women, UNODC and UNDP).</li> <li>• Support the implementation of the Gender Justice programme inception phase.</li> <li>• Support the national team to compile information and results from the implementing partners to</li> </ul>   |  |

|   |
|---|
| <p>develop donor briefs on Gender Justice and Rule of Law.</p> <ul style="list-style-type: none"> <li>• Assist in the implementation and provide technical assistance of advocacy activities with key partners with specific focus on VAW prevention, legislative change and justice reform.</li> <li>• Develop research pieces (bi-annual) on Gender Justice outlining best practices and relevance for Indonesia.</li> <li>• Assist the Gender Justice team to coordinate regular donor and partner briefings.</li> </ul>   |
| <b>2. Support UN Women's work on Women, Peace and Security in Indonesia (25%)</b>   |
| <ul style="list-style-type: none"> <li>• Contribute to the coordination between CSOs, Government and development partners to develop the second Indonesian National Action Plan on Women, Peace and Security.</li> <li>• Support coordination and logistics of coordination meetings on Women, Peace and Security and Prevention of Violent Extremism.</li> <li>• Participate and represent the WPS Unit and/or UN Women in meetings.</li> <li>• Assist in any other duties as directed by the UN Women Indonesia Representative.</li> </ul>  |
| <b>III Training component: Learning elements and expectations</b>   |
| <ul style="list-style-type: none"> <li>• The JPO will benefit from the following specific learning modalities/opportunities:</li> <li>• Develop in-depth knowledge of UN Women's programming on Gender Justice and Women, Peace and Security.</li> <li>• Gain ability to prepare quality knowledge products such as briefs, concept notes and talking points, including for senior management.</li> <li>• Develop skills in the area of advocacy and donor reporting.</li> <li>• Have access to on the job training and mentoring, including bi-weekly meetings with the immediate supervisor.</li> <li>• Participate in international and interagency meetings for UN Women.</li> <li>• Have a greater knowledge of and ability to create partnerships with a broad range of development partners, including UN agencies, civil society organizations and donor partners.</li> </ul>                         |
| <p>As part of the UN Women JPO programme overall framework, the JPO will benefit from the following training and learning opportunities:</p> <ul style="list-style-type: none"> <li>• Participation in a two-week long UN Women Programme Policy and Operations Induction Course in New York within the first 3 to 6 months of assignment.</li> <li>• The JPO position includes a Duty travel and training allowance (DTTA) of \$ 4.000 per year which may be used for learning activities related to the assignment and career development.</li> <li>• Other training and learning opportunities, as available in UN Women.</li> </ul>   |
| <b>IV Supervision</b>   |
| <b>Title of supervisor:</b> Women, Peace and Security Specialist  |
| <b>Content and methodology of supervision</b>   |
| <p>As part of the UN Women JPO programme overall framework, the JPO will benefit from the following supervision modalities:</p> <ul style="list-style-type: none"> <li>• Structured guidance provided by the direct supervisor, especially in the beginning of the assignment, with the purpose of gradually increasing the responsibilities of the JPO.</li> <li>• Establishment of an individual work plan, with clear deliverables.</li> <li>• Effective supervision through knowledge sharing and performance/development feedback throughout the assignment.</li> <li>• Easy access to the supervisor.</li> <li>• Participation in regular office and WPS team meetings to ensure integration with all aspects of the Section's areas of work and operational effectiveness.</li> <li>• Guidance and advice in relation to learning and training opportunities within the field of expertise.</li> </ul> |

- Completion of the yearly UN Women Results and Competency Assessment (RCA).

In addition, the following specific supervision arrangements will apply:

- Interaction with the direct supervisor will take place on a daily basis, with progress reviewed on a bi-weekly basis; additional meetings with and support provided from the UN Women Representative, Indonesia as necessary.

## V Required Qualifications and Experience

### **Education:**

Master degree or equivalent.

A first-level university degree (Bachelor's degree or equivalent) in combination with one additional years of qualifying experience (at least four years of relevant working experience) may be accepted in lieu of an advanced university degree in international law, political science or related studies.

Part of the candidates' academic training (Bachelors or Masters) must have taken place in a developing country that appears on the following list of eligible countries of the Dutch JPO Programme.

<http://www.nedworfoundation.nl/pdf/List%20of%20eligible%20developing%20countries%20-%202015.pdf>

### **Working experience:**

Two to maximal four years, *or for those with only a Bachelor's degree, a minimum four years to max 6 years*, relevant working experience, in:

- Supporting Rule of Law, Women's Access to Justice or Ending Violence against Women programmes.
- Assisting in the organization and implementation of workshops/meetings, including technical online support;
- Drafting and completing briefs, talking points, reports etc. on a tight schedule and in coordination with and input from multiple project partners;

### **Languages:**

Is fluent in English (both written and oral). Knowledge of another UN official language is an advantage.

### **Key competencies**

**Integrity:** Demonstrates consistency in upholding and promoting the values of UN Women in actions and decisions, in line with the UN Code of Conduct.

**Self-management and Emotional Intelligence:** Stays composed and positive even in difficult moments, handles tense situations with diplomacy and tact, and has a consistent behaviour towards others;

**Professionalism:** Demonstrates professional competence and expert knowledge of the pertinent substantive areas of work.

**Planning and organizing:** Identifies priority activities and assignments; uses time efficiently able to adapt to work demands and changing deadlines.

## VI Background information on Agency/Department/Section

UN Women, grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security.

### **Unit/ Project Background:**

The UN Women Indonesia office is committed to empower women to ensure their full participation in maintaining tolerance, sustaining peace and promoting the Rule of Law.

The Women, Peace and Security Unit works on a portfolio addressing women's involvement in the prevention of violent extremism, the implementation of the international Women, Peace and Security agenda and the advancement of Gender Justice in Indonesia.

UN Women's concept of Gender Justice goes beyond women's consideration in the legislative framework and their access to the justice system. Gender Justice is based on several factors- women are active citizens, they have a right to live a life free from violence, they fully participate in decision making, enjoy their rights and have responsive avenues to find redress if their rights are violated.

## **VII Information on living conditions at Duty Station**

The duty station will be Jakarta, Indonesia, with possible short trips to other provinces in the country. Jakarta is a highly developed modern city with excellent accommodation that includes single homes, apartments etc.

The cost of living in Jakarta perhaps compared to some of the other capital cities in Asia is relatively high but still low compared to Europe and North America. Health facilities and services are among the best in Asia. Indonesia is a popular tourist destination, especially Bali and Lombok.

As a secular state but with a majority of the population Indonesians, dress is conservative. Travel to and from Jakarta is easy as there are many daily flights connecting Jakarta with major cities in the world.

## **VIII How to apply**

The closing date for application is 31<sup>st</sup> July 2018 (midnight, New York, USA).

Please click [here](#) to apply through the UNDP e-recruit platform.

Applicants will receive acknowledgement of receipt of their submission.  
Only shortlisted candidates will be contacted.