

Project Coordinator, SRH/GBV

Job title:	Project Coordinator, SRH/GBV
Level:	SB4
Position Number:	00140038
Location:	Rabat, Morocco
Full/Part time:	Full-Time
Fixed term/Temporary:	Service Contract
Rotational/Non Rotational:	Non-Rotational
Duration:	One year (renewable)

The Position:

The Project Coordinator is responsible for managing the project 'Promotion of Gender Equality and Sexual Reproductive Health and Rights of Women and Young Girls in Morocco'. S/he will guide and facilitate the implementation and delivery of the programme outcomes ensuring the appropriate application of UNFPA policies and procedures. S/he will be based in the Morocco UNFPA Country Office (CO) and will report directly to the UNFPA Assistant Representative. S/he will work in close collaboration with the CO programme coordinators, and national counterparts.

Job Purpose:

In the UNFPA Country Office in Morocco and in the context of the implementation of its 9th Country Programme (2017-2021), s/he will be responsible for the overall coordination of the project 'Promotion of Gender Equality and Sexual Reproductive Health and Rights of Women and Young Girls in Morocco', including reporting, monitoring and evaluation activities. Sh/e will build close working relationships with the CO programme team as well as consultants, advisers, and experts, and will establish, and maintain collaborative relationships with counterparts in government, multi-lateral and bilateral donor agencies and civil society to ensure the effective implementation of the project. Sh/e will lead the team in the CO in charge of the implementation of the project.

Sh/e would be responsible for:

1. Manage the project 'Promotion of Gender Equality and Sexual Reproductive Health and Rights of Women and Young Girls in Morocco'
 - Coordinate the development of the work plans and its implementation as per the project document and in alignment with UNFPA policies and guidelines;
 - Coordinate the project's effective implementation with the CO programme team, M&E specialist, national counterparts, donors, and other partners to ensure the results are achieved and resources are managed;
 - Prepare and present annual work-plans, periodic narrative progress reports and expenditures status reports;
 - Establish systems for project planning, implementation and monitoring;
 - Record and maintain documents on relevant project activities for accountability purposes.

2. Coordinate with national partners and other stakeholders

- Coordinate with UNFPA CO programme team to ensure the project's contribution to the achievement of outcomes outlined on the 9th Country Programme (2017-2021).
- Coordinate relationships with national partners to support implementation and expansion of the project, raise potential problems and provide solutions;
- Provide guidance to partners on establishment of performance indicators, and monitoring achievement of results;
- Identify capacity-building needs and support partners through technical assistance, mentoring, training, cross-partner learning, and capacity development initiatives.

3. Coordinate the monitoring and evaluation of the project

- Gather and compile all information necessary for monitoring and reporting on the project from the planning to the evaluation stages;
- Monitor the implementation of activities and the expenditure of funds by partners; conduct regular monitoring visits;
- Write annual and quarterly reports; review and coordinate the submission of implementing partner financial and narrative reports;
- Provide inputs from project activities and results for reporting purposes to CO, Regional Office, Headquarters, donors, etc.

4. Manage financial resources and supervise staff

- Supervise and manage a team of professional and administrative staff, review performance and mentor/ coach staff;
- Coordinate development and preparation of financial resources of the Programme including budgeting and budget revisions, and expenditure tracking and reporting;
- Oversee and monitor the allocation and disbursement of funds to participating partners.

5. Build partnerships and mobilize resource

- Provide technical support to the development of partnerships and resource mobilization strategies;
- Identify potential programmatic areas of cooperation, based on priority areas of UNFPA, country needs and donors' priorities and develop the relevant partnerships.

6. Advocate for and facilitate knowledge production and management and communication

- Ensure documentation of the programme implementation process and products produced are in accordance with UNFPA guidelines;
- Contribute to the exchange of information and the development of knowledge products of the project, internally and externally;
- Organize advocacy campaigns, events, trainings, workshops, etc.

Qualifications and Experience:

Education: Advanced university degree in public health, sexual and reproductive health, gender studies or related field.

Knowledge and Experience:

- Minimum 5 years increasingly responsible relevant professional experience including experience in programme management of large multisector projects.
- Proven experience in sexual and reproductive health, family planning, adolescents health, gender equality and violence against women and girls, and human rights.
- Proven experience in coordinating with a large range of different partners, both governmental and civil society.
- Knowledge and practice in results-based programming, including accountability.
- Strong verbal and written communications skills in French, Arabic and English.
- Familiarity with the Moroccan health system and actors.
- Experience in the UN system is an asset.

Languages:

Fluency in French, Arabic and English is required.

Required Competencies:

Values: <ul style="list-style-type: none"> • Exemplifying integrity, • Demonstrating commitment to UNFPA and the UN system, • Embracing cultural diversity, • Embracing change 	Functional Competencies: <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 programme • Internal and external communication and advocacy for results mobilisation
Core Competencies: <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 	Managerial Competencies: <ul style="list-style-type: none"> • Providing strategic focus, • Engaging in internal/external partners and stakeholders, • Leading, developing and empowering people, creating a culture of performance • Making decisions and exercising judgment



Under UNFPA Work Life Environment :

UNFPA provides a work environment that reflects the values of gender equality, teamwork, embracing diversity in all its forms, integrity and a healthy balance of work and life. We are committed to maintaining our balanced gender distribution and therefore encourage women to apply. UNFPA promotes equal opportunities for all including persons with disabilities.

Disclaimer:

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