Background

Organizational Context

The Western and Central Africa UNDG (UNDG WCA) has the overall objective to provide coherent, effective and efficient support to 24 UN Country Teams of the sub-region in their quest to “Deliver as One” assistance to governments to enable them to respond to internationally agreed compacts and achieve the objectives outlined in the Post 2015 Development Agenda. Within the overall chapeau of strategic leadership and policy guidance, the UNDG-WCA responds to the globally set mandate of supporting country operations, planning and programming as well as maintaining coherent and effective oversight of the UNCTs business operations. In order to maximize efforts and delivery, the UNDG-WCA works strategically with relevant partners to address the regional priorities.

The R/UNDGs have the assigned mandate to implement the agreed UNDG strategic priorities. To this effect, UNDG-WCA holds with ESA joint annual meetings during which the strategic priorities are determined for the year and resources allocated to their realization; also periodic meetings are held on a bimonthly basis to discuss pending/pressing issues. Specifically, like the other R/UNDGs since the Global Regional Directors’ meeting in Oslo, Norway, 6-8 March 2008, UNDG-WCA is expected to perform the following four core functions: (1) Provision of timely and coherent technical support to RCs and UNCTs; (2) Provision of quality support and advice to CCA/UNDAF process; (3) Performance management/appraisal and oversight of the RC/UNCTs, and (4) “Trouble shooting” in difficult country situations, and dispute resolution.

The UNDG-WCA is supported by the Secretariat which has the responsibility to coordinate the design, development, management, and monitoring of UNDG-WCA activities to achieve the outcomes articulated in the Annual Workplan. The Regional Programme Coordination Specialist is part of the Secretariat team and works with them in a collegial manner towards the achievement of agreed goals.

Under the guidance and direct supervision of the Regional Coordination Specialist and Head of UNDG-WCA Secretariat, the assigned UN Regional Programme Coordination Analyst/Specialist is expected to provide technical expertise to support the work of the R-UNDG WCA through reinforcement of the capacity of the R/UNDG-WCA Secretariat and the strengthening of its strategic role, and support knowledge building and management of M&E systems.

The Regional Programme Coordination Analyst/Analyst works in close collaboration with the Head of the UNDG-WCA Secretariat, UNDG-WCA members,
QSA/PSG Chair, QSA/PSG members, Resident Coordination Office (RCOs) staff and UNCTs, UN DOCO staff, and technical advisors and experts ensuring successful and transparent coordination of the UNDG-WCA activities.

Duties and Responsibilities

Functions / Key Results Expected:

Providing technical support to the Regional UNDG, the UN Country Teams and QSA/PSG Team, the Regional Programme Coordination Analyst/Specialist will help ensure the implementation of the UN Coherence and Reform agenda. As a member of the UNDG-WCA Secretariat, the incumbent will assure quality support and advice (QSA) function to UN country teams programming through capacity strengthening in programming and results-based management, reinforce database production, support the QSA/PSG to ensure effective technical advice and quality assurance of planning and development of M&E plans and frameworks, including Countries Common Assessment (CCA) and UNDAF, document and share acquired experiences and lessons learned.

Technical support to Strategic Planning, Monitoring and Evaluation of the UNDG-WCA, QSA/PSG as well as UN Country Team agenda:

Under the guidance and direct supervision of the Regional Coordination Specialist (RCS) and Head of the UNDG-WCA Secretariat and in collaboration with the QSA/PSG Chair, the Regional Programme Coordination Specialist will support strategic planning, design, and implementation of the UNDG-WCA support strategy to countries UNDAF process, including support to effective implementation and management of monitoring and evaluation frameworks. The incumbent is expected to focus on the following functions:

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