

**Title:** HIV and AIDS Regional Officer, East and Southern Africa

**Domain:** EDUCATION

**Grade:** P3

**Organizational Unit:** UNESCO

**Primary Location:** Johannesburg, South Africa

**Type of contract:** Project Appointment – one-year from 1 January to 31 December 2013

**Deadline (midnight, Paris time):** Midnight, 14 November 2012

**Application to be sent to:** Nuria Chat – [n.chat@unesco.org](mailto:n.chat@unesco.org)

#### OVERVIEW OF THE FUNCTIONS OF THE POST

The HIV and AIDS Regional Officer for East and Southern Africa (ESA) will be based in Johannesburg, reporting to the Regional AIDS Advisor, ESA.

The incumbent will be responsible for Supporting the Regional AIDS Adviser in managing HIV and AIDS programs in ESA as follows:

- Support country efforts to scale up comprehensive sexuality education in ESA using the *International Technical Guidance on Sexuality Education*, developed by UNESCO with UNFPA, UNICEF, WHO and UNAIDS;
- Support the development of promising HIV work undertaken by UNESCO in ESA, especially the work in the areas of sexuality education curriculum review and development, mainstreaming HIV in the education sector and meeting the educational needs of young people living with HIV;
- Assist in supporting the implementation of a monitoring and evaluation framework for the education sector response to HIV and AIDS;
- Engage in joint programming exercises with a wide range of partners in support of UNESCO's programme at regional level, with particular attention to the following focus areas: comprehensive sexuality education, young key affected populations, gender and, gender-based violence;
- Support the recruitment and induction processes for National Programme Officers (NPOs) in field offices in ESA;
- Assist in organizing training for UNESCO field staff working on HIV and AIDS;
- Provide and/or organise technical support and mentoring for UNESCO field staff working on HIV and AIDS;
- Provide support for HIV programming at regional level.
  
- Support the strategic planning for UNESCO engagement in HIV programming in ESA, in line with the UNAIDS Unified Budget, Results and Accountability Framework (UBRAF), ensuring timely country contributions to regular budget, UBRAF and other extra-budgetary reporting requirements;
- Identify opportunities for UNESCO, and plan for in-house capacity building as necessary to take advantage of these opportunities;
- Assist in developing action plans and concrete mechanisms of collaboration with the Regional Economic Communities, such as SADC and the EAC;

- Ensure timely narrative and financial reporting on elements from the regional programme and budget portfolio falling under the incumbent's responsibility, both within UNESCO and to external donors as appropriate;
- Participate in appropriate regional forums and inter-agency meetings and thematic groupings as required;
- Strengthen UNESCO's role in the Regional AIDS Team for East and Southern Africa (RATESA), particularly in the prevention working group;
- Support increased participation by UNESCO field colleagues in UN country teams and other national development processes.
- Identify funding opportunities and support proposal development.
- Liaise with UNESCO structures, including the HIV coordination function in the Section on HIV and Health Education at UNESCO HQ; the UNESCO Regional AIDS Support Team for East and Southern Africa; cluster and field offices and institutes; HIV and AIDS Focal Points and NPOs in East and Southern Africa;
- Liaise with other partners as necessary for the planning and implementation of joint programmes.

## REQUIRED QUALIFICATIONS

### EDUCATION

Advanced university degree (Masters) in education, social sciences, public health, or related field. Additional academic or professional qualifications in the areas of HIV and sexuality education and/or health education would be an advantage.

### WORK EXPERIENCE

4-7 years of relevant post qualification experience, at least 2 years of which are at the international level.

### SKILLS/COMPETENCIES

The post requires maturity, excellent interpersonal skills, tact and diplomacy, ability to multi-task, prioritize and deliver to deadline, as well as work under pressure.

A key requirement is credibility and confidence, with strong representational and partnership building skills at country and regional levels with a wide range of partners which will include ministries of education, UNAIDS and cosponsors, donors and civil society. .

- Strong experience and understanding of the ESA region and solid development understanding;
- Extensive professional knowledge and experience in HIV, with particular expertise in UNESCO's key leadership areas and its responsibilities within the UNAIDS division of labour Professional knowledge and understanding of HIV programming in the education sector is desirable;
- Knowledge of sexual and reproductive health and rights, HIV prevention programming for young people, and comprehensive sexuality education in the context of ESA would represent a strong asset;
- Excellent organizational, networking and partnership building skills, tact and discretion ;
- Experience in joint programming ;
- Experience in recruitment and personnel issues;
- Experience in monitoring and evaluation ;
- A track record in resource mobilization and ability to manage budgets and report on implementation ;
- Strong strategic, analytical skills ;
- Good communication skills, including writing skills.

### LANGUAGES

- Fluency (oral and written) in English.
- Fluency in French or regional languages would be an advantage

## BENEFITS AND ENTITLEMENTS

UNESCO's salaries are calculated in US dollars and are exempt from income tax. They consist of a basic salary and a post adjustment which reflects the cost of living in a particular duty station, and exchange rates. The salary for this position is approximately 77,012 USD without dependants and 82,504 USD with dependants. Other benefits include: 30 days annual leave, family allowance, home travel, education grant for dependent children, pension plan and medical insurance. More details on [the ICSC Web site](#).

Please note that UNESCO is a non-smoking Organization.

## HOW TO APPLY

To apply, please send your application directly, by email, to Ms N Chat, [n.chat@unesco.org](mailto:n.chat@unesco.org), Section of HIV and Health Education, Education Sector.

Candidates must send application letter and CV in English. The deadline is 14 November, 2012 at midnight (Paris time).