



WFP celebrates and embraces diversity. It is committed to the principle of equal employment opportunity for all its employees and encourages qualified candidates to apply irrespective of race, colour, national origin, ethnic or social background, genetic information, gender, gender identity and/or expression, sexual orientation, religion or belief, HIV status or disability.

Junior Professional Officer (JPO) Programme

Programme Policy Officer (Gender and Protection)

Gender and Protection

Dhaka, Bangladesh, RBB

TERMS OF REFERENCE

ABOUT WFP

The United Nations World Food Programme (WFP) is a highly prestigious, reputable and the world's largest humanitarian organization, saving lives in emergencies and using food assistance to build a pathway to peace, stability and prosperity for people recovering from conflict, disasters, and the impact of climate change.

We are currently seeking a Junior Professional Officer to fill the position of Programme Policy Officer, Gender and Protection with our Country Office based in Dhaka, Bangladesh, RBB.

CONTEXT AND BACKGROUND

The World Food Programme (WFP) is the world's largest humanitarian agency fighting hunger worldwide, working in more than 80 countries. WFP envisions a world with zero hunger where everyone has equal opportunities, equal access to resources and an equal voice in the decisions that shape their lives, including as individuals within households, communities, and societies. For WFP, the pursuit of gender equality and women's empowerment is central to supporting nations to achieve the Sustainable Development Goals by saving lives and changing lives.

To achieve this, WFP launched its new Gender Policy 2022-2026, with a focus on three objectives to address the gender inequalities that continue to exacerbate food insecurity and poor nutrition outcomes: I) Achieve equitable access to and control over food security and nutrition; II) Address the root causes of gender inequalities that affect food security and nutrition; and III) Advance the economic empowerment of women and girls in food security and nutrition.

Since 1974, WFP has been steadily supporting the Government of Bangladesh in addressing and achieving the country's development objectives and in responding to various disasters and crises. Promoting gender equality and gender parity is an underlying theme informing WFP's organizational and programmatic goals and has been the cornerstone of WFP's work in Bangladesh. These goals

are pursued in harmony and synergy with the United Nations system in the country and with evolving national priorities.

GENERAL INFORMATION

- **Title of Post:** Programme Policy Officer, Gender and Protection
- **Grade:** P2
- **Supervisor:** Deputy Country Director
- **Unit:** Gender and Protection
- **Division/Country Office:** Bangladesh Country Office
- **Duty Station:** Dhaka, Bangladesh
- **Duration of assignment:** 3-year assignment (1 year fixed-term appointment (FTA), renewable at least once subject to satisfactory performance, recommendation by respective office and partner country agreement. Re-assignment after 1,5 to 2 years to a different unit/office/duty station. First month in the Region Office for Asia Pacific.)

DUTIES AND RESPONSIBILITIES

Under the direct supervision of Deputy Country Director, the JPO is expected to have made a substantive contribution to the implementation of the Country Office Gender Strategy and established mechanisms at country office level to operate gender transformation through gender responsive programmes, monitoring and reporting mechanisms.

Specifically, the Programme Policy Officer/JPO will perform the following functions and responsibilities:

1. Provide technical support for the integration of WFP's Protection and Accountability Policy, Gender Policy and related humanitarian and human rights normative frameworks across WFP Bangladesh operations.
2. Analyse primary information from stakeholders (affected populations, INGOs, UN agencies and others) on the situation and experience of crisis affected populations and assist the programme in applying a protection and gender lens to the interventions.
3. Assist in conducting protection and conflict risk analysis and stakeholder mapping and establish and maintain a risk matrix with specific descriptions of each risk and risk ownership.
4. Undertake regular analysis to map communication, information, and language preferences of affected populations to reflect real time needs as the context evolves.
5. Systemise the collection, management, and mixed-method analysis of protection relevant data (quantitative and qualitative) to identify risks related to food and nutrition insecurity and interventions.
6. Monitor and report on programme activity and implementation of protection, accountability, inclusion, and gender issues.
7. Ensure protection, accountability and inclusion and Gender issues can be captured through the Beneficiary Feedback Mechanism.
8. Establish working relationships with relevant local and regional non-state actors, key domestic political and civil state actors, think tanks, academic institutions, human rights organizations, UN, development, and donor partners to coordinate and enhance principled humanitarian protection and accountability impact.
9. Represent WFP in interagency working groups, conferences, and seminars as necessary.

EXPECTED OUTCOMES

- Contributed to the development of guidelines and standard operating procedures within gender transformation and gender mainstreaming in food and nutrition.

- Gained knowledge on the best practices on gender transformation and gender mainstreaming in food and nutrition and related areas.
- CO Gender action plans developed and implemented including advocacy campaigns.
- Got familiar with WFP's business processes including programmatic and administrative protocols.
- Established a professional network in the workplace.

ESSENTIAL QUALIFICATIONS & EXPERIENCE

- Master's degree or equivalent in social sciences, gender, international development, human rights, or similar.
- Minimum of 2 years, preferably 3 years relevant working experience in the areas of gender equality and possibly protection within humanitarian and/or development settings.
- Fluency in English.
- Have prior experience in writing and editing technical guidance and demonstrated capacity to produce high-quality written documents.
- Behavioural competencies: leads by example with integrity, drives results and delivers on commitments, fosters inclusive and collaborative teamwork, applies strategic thinking, builds, and maintains sustainable partnerships.

DESIRABLE REQUIREMENTS

- Exposure to the international arena either by direct work for an international institution/organization or by interacting with international stakeholders.
- Intermediate level of one, or more, of the following official languages: French, Spanish, Arabic, Chinese, Russian, Portuguese.
- WFP's international professionals are required to serve in different locations around the world during their career (including in hardship duty stations); willingness to be mobile would maximise opportunities for long-term retention into the Organization.
- Experience in developing and maintaining partnerships and working with different organisations at the policy, academic, programmatic, and technical levels in Asia Pacific Region.
- Understanding of the gender and food security agenda in the Asia Pacific region.

SUPERVISION

The JPO will work under the direct supervision of the Deputy Country Director. Upon arrival, s/he will be given a full briefing on the Gender programmes in the country, resources available, introduced to the regional bureau functional teams, HQ, and country offices relevant colleagues. S/he will have a discussion with his/her supervisor about the unit workplan and priorities. The JPO will take up more responsibilities as required and her/his performance will be monitored periodically, and full support guidance and coaching will be supported to her/him to achieve intended outcomes. Professional development and access to required resources to deliver on her/his plan will be provided.

- On-boarding briefing with unit head, supervisor, and team members.
- Annual work planning with key outputs, indicators, targets, and milestones.
- Preparation of annual Learning Development Plan (LDP) including key areas of learning, learning actions and supervisor/organization's expected role and support for learning and development.
- Weekly meeting and monthly activities/tasks planning among the unit/team members.
- Quarterly performance discussion and feedback session with supervisor against established work-plan; and

- Mid and end year performance evaluation following WFP's standard performance evaluation criteria.

TRAINING COMPONENTS

The JPO's capacity and skills will be strengthened through the resources and documentation that will be made available to her/him, including the use of the WFP Gender toolkit learning platform which offers specific guidance on gender mainstreaming in various programme areas and applicable both in WFP and other development programme contexts. WFP also offers exposure to variety of experiences on Gender mainstreaming through the Global brown bag lunch sessions and access to online Gender community. He/she will also access a wide range of training on topics related to design, planning, implementation and monitoring & evaluation of WFP programmes in general.

As part of joint actions between Gender unit and other programmes, s/he may benefit from face to face or remote trainings on various programme topics including nutrition, resilience programming, cash-based transfer, social protection, gender, monitoring and evaluation, etc. The JPO learning will be also structured and will take place through participation in WFP and other workshops and training events and will be guided towards relevant WFP available policy documents and guidelines, as well as through mentoring and coaching and on-the-job training.

LEARNING ELEMENTS

At the end of the two-year assignment, the JPO should have obtained:

- Very good knowledge of the work on gender equality, protection, diversity, and inclusion in the largest humanitarian agency, understanding how different approaches can be applied in a diversity of settings (humanitarian, development, urban, rural).
- Good interpersonal skills, ability to work on sensitive topics and adapt messages to different audiences.
- Familiarity with gender, protection, D&I approaches of WFP and the broader humanitarian arena.
- Good general understanding of WFP's overall operations and activities in Bangladesh and in the region.

Saving Lives
Changing Lives