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TERMS OF REFERENCE FOR TEMPORARY APPOINTMENT

Post Title	**: Gender Programme Specialist**
Contract type	**: TA**
Proposed level	**: NOC**
Duration	**:** 364 Days
Duty Station	**: Islamabad**
Supervisor	**: OIC for Gender Section**

BACKGROUND*

Gender equality is central to UNICEF Pakistan's mandate and Country Programme 2023–2027. The UNICEF Pakistan Gender Strategy and Gender Action Plan 2024–2027 translate UNICEF's Gender Policy 2021–2030 and global Gender Action Plan into a country-specific framework for advancing gender-responsive and gender-equitable results across health, nutrition, education, child protection, WASH and climate resilience, social policy and social protection, and social and behaviour change.
The Strategy applies a life-course, intergenerational and socio-ecological approach to address structural barriers, discriminatory gender norms, unequal power relations, gaps in sex- and age-disaggregated data, gender-insensitive services and infrastructure, and weaknesses in policy implementation. It places particular emphasis on adolescent girls as a strategic accelerator, while engaging boys and men, families, communities, government institutions, women- and youth-led organizations, civil society and other partners as agents of change.

The Action Plan uses a two-pronged approach: integrating measurable and adequately resourced gender results across all programme outcomes, including humanitarian action; and strengthening institutional accountability through leadership, the Country Office gender architecture, staff capacity, gender-responsive planning and budgeting, monitoring, evidence use and partnerships. The temporary appointment will provide dedicated technical capacity to accelerate implementation of these commitments across national and provincial programming.

PURPOSE*

Under the guidance of the designated supervisor, the Gender and Development Specialist will provide office-wide technical leadership and operational support to accelerate measurable gender results across UNICEF Pakistan's development and humanitarian programming. The Specialist will support senior management, programme sections, field offices and operations teams to integrate gender equality into situation analysis, programme design, implementation, budgeting, partnerships, monitoring, evaluation and reporting.

The role will support implementation of the UNICEF Pakistan Gender Strategy and Gender Action Plan 2024–2027, promote convergence across sectors, strengthen gender analysis and evidence, build staff and partner capacity, and support engagement with federal and provincial governments, UN agencies, civil society, women- and youth-led organizations and other partners. Particular attention will be given to adolescent girls, disadvantaged children and women, and populations affected by emergencies.

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MAIN DUTIES AND RESPONSIBILITIES*

1. Strategic and management advisory support

- Provide timely technical advice to senior management and relevant coordination and review bodies to ensure the strategic inclusion of gender across Country Programme priorities and decision-making.
- Coordinate, as required, with the Regional Gender Adviser and relevant headquarters teams on implementation, monitoring and reporting related to the Gender Action Plan and gender-related funds.
- Support planning, monitoring and reporting on resources allocated to sectoral and cross-sectoral gender interventions, including routine programme expenditure and annual reporting.
- Provide technical review of funding proposals, appeals and programme submissions to ensure gender results, technical approaches, indicators and required capacities are clearly defined and adequately resourced.

2. Programme development and planning

- Provide technical leadership for integrating gender equality into strategic planning, programme design, reviews, programme strategy notes and other key Country Programme processes, including emergency contexts.
- Work with programme sections, field offices and management to identify gender priorities with the greatest potential for impact, scale and cross-sectoral convergence, in line with country priorities and UNICEF's Gender Action Plan.
- Support the development of gender-responsive and, where feasible, gender-transformative theories of change, results frameworks, indicators and measurement approaches.
- Ensure programme design is informed by gender analysis, sex- and age-disaggregated data, evidence on intersecting inequalities, and the perspectives and priorities of girls, boys, adolescents and women.

3. Programme management, monitoring and delivery of results

- Support identification, measurement and performance tracking of gender results, including targeted gender priorities and institutional performance benchmarks, in collaboration with Planning, Monitoring and Data colleagues and programme teams.
- Facilitate cross-sectoral coordination on shared gender outcomes, ensuring coherence, synergies and efficient use of resources across programmes and field offices.
- Strengthen data systems, accountability mechanisms and reporting processes for gender results, including periodic performance reviews and follow-up actions.
- Support gender reviews and ensure agreed recommendations are integrated into programme strategies, workplans and humanitarian action.
- Contribute to a prioritized research and learning agenda and promote the use of findings from research, evaluation and programme monitoring for adaptation and course correction.

4. Advisory services and technical support

- Provide technical guidance to programme teams, federal and provincial governments, NGOs, UN agencies and other partners on gender-responsive programming, indicators, policies, proposals and monitoring systems.
- Support reporting and follow-up related to relevant international and regional gender equality commitments.
- Integrate gender considerations into emergency preparedness, contingency planning, needs assessments, humanitarian response and recovery, including training and support to implementing partners.
- Participate in emergency response arrangements and technical missions as required, ensuring that interventions address differentiated needs, barriers and risks.

5. Advocacy, partnerships and coordination

- Strengthen partnerships with government, civil society, women- and youth-led organizations, academia, the private sector, UN agencies and other stakeholders to accelerate gender results.
- Support strategic alliances and harmonized, gender-transformative approaches across sectoral and cross-sectoral programmes.
- Represent UNICEF, as assigned, in relevant coordination bodies, inter-agency groups, technical networks and joint programmes.
- Map and cultivate potential partnerships and opportunities to leverage technical expertise and resources for implementation of priority gender results.

6. Knowledge management, innovation and capacity development

- Document and disseminate good practices, lessons and country experience in gender programming for internal learning, external exchange and South-South cooperation.
- Bring emerging evidence, innovations and effective measurement approaches to the attention of management, programme teams and partners.
- Design or support capacity-development initiatives that strengthen staff and partner ability to apply gender analysis and deliver measurable gender results.
- Support the development of practical systems, tools and processes that enable staff and partners to adopt gender-responsive behaviours and implement the Gender Action Plan.

EXPECTED IMPACT OF RESULTS

- Sectoral and cross-sectoral programmes are better designed, resourced, implemented and monitored to deliver measurable gender results aligned with UNICEF's Gender Action Plan and Pakistan Country Programme priorities.
- Gender-related programme performance and expenditures are systematically tracked, analysed and reported, and findings are used to strengthen planning, implementation and accountability.
- Evidence, knowledge and good practices are generated and shared to improve programmes addressing gender-related disadvantage, discrimination and unequal power relations.

- Gender considerations are integrated into emergency preparedness, humanitarian response and recovery, contributing to more inclusive and accountable action for affected populations.
- Government, civil society, UN and other partnerships are strengthened to advance gender-equitable and, where possible, gender-transformative results for children, adolescents and women.

MINIMUM QUALIFICATIONS

Education

An advanced university degree (Master's or higher) in gender studies, sociology, demography, psychology, political science, social policy, economics, public health, public policy and administration, international development, or another field relevant to UNICEF's sectoral and cross-sectoral work, including health, nutrition, WASH, education, child protection, social inclusion or social and behaviour change. Academic credentials in gender are a strong asset.

Experience

- A minimum of five years of progressively responsible professional experience, with a demonstrated track record in substantive programming and research on gender and development in areas relevant to UNICEF's Gender Action Plan.
- Experience in designing, implementing, managing and delivering results-based programmes or projects on gender and development, or another cross-cutting programme area, preferably at country or field level.
- Experience developing evidence-led gender-responsive or gender-transformative programmes, strategies, approaches and tools, and coordinating multi-sectoral gender programming.
- Experience with gender integration in humanitarian preparedness or emergency response is an asset.
- Demonstrated analytical, research, monitoring and evaluation skills, including the ability to translate gender analysis into practical programme design, indicators and results frameworks.
- Experience developing proposals, partnerships or resource-mobilization initiatives with a significant gender component is an asset.

Competencies.

The competencies required for this post are Nurtures, Leads and Manages People, Demonstrates Self Awareness and Ethical Awareness, Works Collaboratively with others, Builds and Maintains Partnerships, Innovates and Embraces Change, Thinks and Acts Strategically, Drives to achieve impactful results, Manages ambiguity and complexity.

Language requirements

Fluency in English & Urdu is required. Knowledge of another official UN language or a relevant local language is an asset.

Desirables/ assets for the post

- Strong technical and programmatic expertise in gender, combined with sectoral expertise in at least one area relevant to UNICEF, such as health, nutrition, education, WASH, child protection, social policy, social and behaviour change, early childhood development or adolescent programming.
- Proven ability to connect sectoral priorities and promote cross-sectoral convergence on gender results.
- Knowledge of gender equality issues affecting children, adolescents and women in Pakistan or the region.
- Excellent written and oral communication, facilitation, advocacy and partnership-building skills.
- Ability to work independently on complex assignments while seeking timely guidance and collaboration from key stakeholders.
- Ability to translate sensitive and complex gender issues into practical, context-appropriate programme and policy solutions.

DUTY STATION AND TRAVEL

The duty station is Islamabad, Pakistan. The incumbent may be required to travel within Pakistan, including to field offices and programme locations, and undertake other official travel as required by the assignment and subject to UNICEF rules and procedures.