

Gender Programme Officer

- JOB TITLE:** Gender Programme Officer, full time position
- REPORTS TO:** Deputy Regional Coordinator responsible for cross-cutting issues
- LOCATION:** GWP-Med Secretariat Head Office in Athens *or* locations of GWP-Med offices *or* home-based with preference in a developing Mediterranean country
- CONTRACT DURATION:** 1 year, renewable depending on performance and resource availability project needs

SCOPE OF THE POSITION

The Gender Programme Officer will primarily support the further development and implementation of the GWP-Med gender equality agenda. Given the cross-cutting nature of the agenda, the Gender Programme Officer is expected to be working across programmes and projects with anchor the operationalisation of the GWP Gender Strategy¹ and the Gender Action Piece². In particular, s/he will develop and implement specific work streams and activities under two regional projects:

- (i) the Sida-funded 'Making Water Cooperation Happen in the Mediterranean' (aka the Water Matchmaker) and
- (ii) the Ada-funded 'Promoting the Sustainable Management of Natural Resources in Southeastern Europe, through the use of Nexus approach'.

At the same time s/he will also bring gender into the mainstream of GWP-Med's work, by providing an overarching framework to practice gender- and women- inclusive approaches and will support horizontally GWP-Med's 3-year work programmes and annual work plans to deliver gender-targeted results within the framework of the GWP Global Strategy 2020-2025³.

The position

- reports to the Deputy Regional Coordinator responsible for cross-cutting issues
- is part of the GWP-Med Operations Department and collaborates closely with GWP-Med Theme Leaders and Project Managers, including receiving related guidance on contents/implementation/deliverables, as pertinent to the work agendas.
- collaborates closely with the GWP-Med Finance & Administration and Communications Departments on respective matters.

The position requires multi-tasking abilities, delivery capacity, diplomatic skills, and attention to detail and timelines. Functions to be serviced require ability to analyse, design, implement, monitor, report and follow-up multi-level political and technical processes and activities, in a proactive manner; and, ability to prioritize and work under pressure. The position involves national and international travel.

RESPONSIBILITIES

Specific responsibilities include, but not limited to:

(1) Project-specific support

¹ GWP Gender Strategy: https://www.gwp.org/globalassets/global/gwp-sam_files/publicaciones/estrategia-gwp/gwp-gender-strategy.pdf

² GWP Gender Action Piece <https://www.gwp.org/globalassets/global/about-gwp/publications/gender/gender-action-piece.pdf>

³ GWP Strategy 2020-2025: <https://www.gwp.org/globalassets/global/about-gwp/strategic-documents/gwp-strategy-2020-2025.pdf>

(a) ‘Promoting the Sustainable Management of Natural Resources in Southeastern Europe, through the use of Nexus approach’ – project supported by ADA

The purpose of the SEE Nexus Project, funded by the Austrian Development Agency (ADA), is to introduce the Water-Energy-Food-Ecosystems Nexus approach, and catalyse action for its adoption and implementation, in the Economies of Southeastern Europe (Albania, Bosnia and Herzegovina, Kosovo⁴, Montenegro, North Macedonia and Serbia), at the national and transboundary basin levels. Doing so, the Project will also enable the identification of nexus-related issues to be addressed with priority in 3 focus areas (transboundary basin of Drin, transboundary basin of Drina, and Albania), and create the conditions for financing concrete actions to address four of these issues.

The Project is implemented by GWP-Med in cooperation with UNECE. Activities are expected to end by 31 October 2020, but a request for an extension to 31 October 2021 is to be submitted to the donor.

The Project is structured around 3 Components:

- Component 1 - SEE Nexus Policy Dialogue
- Component 2 - National and transboundary Nexus Policy Dialogues
- Component 3 - Accompanying measures: Participation, Communication and Outreach; Gender

The GWP-Med Gender Programme Officer will ensure gender is mainstreamed in the participation, communication and outreach and throughout the project’s implementation with the support of the dedicated Gender Strategy that was elaborated as part of the project’s activities.

More specifically, the Gender Programme Officer is expected to:

- take all the needed steps to ensure the meetings organised within the timeframe of the project are gender balanced and diverse; this concerns the Regional Nexus Roundtables, the SEE Nexus Group Meetings as well as the national and transboundary consultation meetings;
- ensure multi-dimensional analysis with emphasis on gender aspects, is mainstreamed and duly incorporated in assessments and deliverables, including the SEE, transboundary and national Nexus Roadmaps, the Nexus Assessments, the Stakeholder Analysis for the Nexus Policy Dialogues;
- have the overall responsibility for the design and organisation of the 2 Gender-related Capacities Development Workshops as per the Project Document and the Gender Mainstreaming Strategy. Tasks include among others: designing of the objectives and structure of the workshops, preparing background documentation and materials, identifying and communicating with participants / presenters / facilitators, preparing the Workshop Reports, following up on outcomes, ensuring continuation and relevance between the workshops etc.

It is noted that as the project’s implementation is on-going, the list of tasks may be bound to modifications, as needed.

(b) ‘Making Water Cooperation Happen in the Mediterranean’ (aka the Water Matchmaker) – project supported by Sida

The regional project “Making Water Cooperation happen in the Mediterranean”, aka the Water Matchmaker, runs from 15 November 2015 until 31 July 2020 and aims at making tangible advancements on priority issues of sustainable water resources management, at regional and transboundary levels in the Mediterranean with a focus on and for the benefit of MENA countries. Through targeted, multi-purpose activities, the Project enhances regional cooperation towards

⁴ All references to Kosovo are in line with UNSCR 1244 and the ICJ Opinion on the Kosovo declaration of independence

sustainable development objectives shared among countries of the region. The project is primarily supported by the Swedish International Development Cooperation Agency (Sida), is led by GWP-Med and is implemented in partnership with: Union for the Mediterranean, UNEP Mediterranean Action Plan, UN Economic Commission for Europe, Observatory for Sahara and Sahel.

The Project is structured around two Components, through which targeted challenges will be addressed, defined political and technical agendas will be serviced, capacities will be built, and partnerships will be strengthened and/or further emerge. Addressing cross cutting issues, like gender, rights, equity and poverty as well as engaging targeted stakeholder groups like parliamentarians, media, women and youth, are part of the Project activities under the two Components. The Project Components are:

- Component 1: Enhance Transboundary Cooperation
- Component 2: Assist Regional Water and Climate Change Policy
- Component 3: Project Management and cross-cutting issues, including gender and youth

The GWP-Med Gender Programme Officer is expected to assist with the below tasks:

- oversee and lead the implementation of the project's dedicated Gender Action Plan;
- contribute to the organisation of gender sensitive workshops/events ensuring gender proofing of the events' material (agenda, concept notes, background material, dedicated sessions when applicable, guidance to catalyse discussions and recommendations related to women and youth empowerment, etc.), diverse inclusion of participants, balanced inclusion of speakers, trainers and/or facilitators;
- ensure stakeholders' participatory consultations take gender duly into consideration including through activating gender focal points from each key institution as applicable and feasible;
- review ToRs for technical assessments and studies to ensure they have expected outputs related to gender equality as well as gender/social experts in the team, Enrich studies and reports with dedicated sessions on gender when/as feasible;
- ensure documents supporting/determining the Union for the Mediterranean (UfM) Water Agenda technically assisted by GWP-Med include gender equality considerations;
- contribute to the design of three new programmes in order to ensure gender, youth and other cross-cutting mainstreaming lines of activity are included, with at least one of the three programmes having gender and youth as the core elements in the planned line of work.

It is noted that as the project's implementation is on-going, the below list may be bound to modifications, as needed.

(2) Horizontal support for Gender Mainstreaming across GWP-Med's work streams

(a) Strategic orientation for the gender equality agenda

- Track regional and global processes and agenda items related to gender, women, and water management, in coordination with the GWPO Senior Gender Specialist.
- Work towards internalising gender-transformative action as a fundamental GWP value within the GWP-Med Secretariat and be the regional Gender Focal Point. Work closely with the GWPO Senior Gender Specialist on the regional aspects of the global assessment on how (i) water insecurity, and (ii) climate change, affect men, women, and vulnerable groups and identify barriers to participation of stakeholders particularly women (the assessment shall identify barriers to women's interests, concerns, and opportunities and acknowledge the role of men and of the system in effectively institutionalising and operationalising 'equal approaches')
- Provide guidance and technical input where necessary, especially on gender analysis, for programme/project proposals and wider gender mainstreaming.

- Advise and support the GWP-Med Secretariat in forging strategic partnerships and explore synergies with other organisations for collaboration at regional and national levels, in coordination, as needed, with the GWPO Gender Specialist. Ensure gender is mainstreamed across GWP-Med's thematic areas towards SDG6 implementation, through development of measurable indicators, in coordination with the GWPO Senior Gender Specialist.
- Develop a plan of action that identifies opportunities and entry points for mainstreaming gender and women empowerment in GWP-Med programmes, and lead GWP-Med's efforts on systematic mapping and analysis of on the ground experiences relating to gender and water.

(b) Operational orientation for the gender equality agenda

- Assist with the regionalisation of the GWP Gender Strategy, including the elaboration of a regional gender programmatic approach
- Develop concrete region-focused operational guidelines of the Gender Action Plan on how to incorporate gender and water into project and programme design at all levels of the GWP-Med work
- Assist and advise GWP-Med Officers and Lead Thematic Officers on designing, implementing and monitoring progress of gender-related activities and work plans. Review and assess regional progress reports, compile assessments and reports as needed. Synthesise lessons and outcomes of programme implementation and feed into GWP/GWP-Med knowledge systems, GWP/GWP-Med websites, GWP Tool Box and others to ensure visibility of GWP-Med programmes. Assist also with the reconciliation of regional implementation, delivery of activities and budgets against work plans and budget forecasts
- Support program development and resource mobilisation efforts, as relevant, by actively scoping potential funding opportunities relating to gender and water
- Act as resource person in capacity building, knowledge sharing events and other relevant activities on gender equality and women's empowerment in relation of GWP-Med's work
- Develop and maintain partnerships with gender and water organisations and institutions, coordinating joint efforts and trainings, in coordination with the GWPO Senior Gender Specialist and other regional Gender Focal Points
- Ensure knowledge sharing, documentation and dissemination of good practices on gender equality, women's empowerment across GWP-Med and in close coordination with the GWP-Med knowledge management officer and the GWP-Med Communications team.

REQUIREMENTS & COMPETENCIES

- Advanced university degree(s) in development studies, gender studies, social sciences, political sciences or related field with some focus on gender studies and/or social inclusion. An additional qualification on gender studies, or in the field of sustainable development, environment, political science, social science and international affairs, would be an advantage
- Minimum 8 years of working experience, with regional or international focus, on developmental agendas related to social development, natural resources, climate change, SDGs, etc.
- At least 7 years of working experience on gender equality and social inclusion
- Demonstrated knowledge of and hands-on experience in programmes/projects supporting participation of women in development processes, women in leadership positions, women in change-agent roles, and general gender mainstreaming
- Experience with building partnerships, shaping development programmes on gender, and mobilising resources
- Ability to work in a multi-cultural and international environment based on mutual respect and tolerance. Ability to exercise good judgement, discretion and tact in handling sensitive issues.

- Good understanding of the Euro-Mediterranean, MENA and Balkan socio-economic and political background.
- Experience in developing complex programmes, working collaboratively with multiple stakeholders and on resource mobilisation would be an asset.
- Excellent written and oral communication skills; fluency in English required, other languages, French and Arabic in particular, an advantage.
- Computer skills, including the ability to use modern office technology and related software required. Practical knowledge of word processing, spreadsheet, and presentation software is required. Ability to do internet research, compile information and find solutions online to information gaps is essential.
- Proven organisational and task management skills, with appropriate attention to details and ability to prioritise work among multiple competing demands, and under tight deadlines. Ability to manage multiple workflows at the same time. Ability to thrive in a fast-paced work environment where adaptability is essential.
- Team player, with a positive, enthusiastic and self-motivated attitude, with professional and personal ethos, integrity and solutions-oriented mindset. Good sense of humour would be highly appreciated.
- Good understanding of the issues in relation to GWP-Med's vision and mission and commitment to water security and sustainability issues.