

UNESCO Nairobi Cluster Office - Education Sector
Rwanda HIV and AIDS UBW-supported project, 2008-2009

Vacancy

EDUCAIDS Coordinator

Duration: 1 year consultancy, renewable depending on performance and availability of funding

Location: UNDP/UNRC Kigali, Rwanda

Reporting to: Senior Education Adviser, UNESCO Nairobi

Main tasks and responsibilities

This position lies within the framework of **EDUCAIDS, the UNAIDS Global Initiative on Education and HIV&AIDS in Education led by UNESCO**; the UNESCO Strategy for Responding to HIV and AIDS; the Rwanda United Nations Development Assistance Framework (UNDAF, 2007-2012), and the United Nations “Delivering as One” programme in Rwanda. It is funded by UNAIDS Unified Budget and Work plan (UBW) resources of the UNESCO-Nairobi Education Programme. The position is accountable to both UNESCO and the Joint UN programme on HIV & AIDS in Rwanda.

Under the guidance, supervision and support of the Senior Education Adviser (UNESCO-Nairobi) the EDUCAIDS Coordinator will:

- Lead advocacy and programme development for HIV&AIDS in education within the EDUCAIDS Framework for Action and the “One UN” programme framework.
- Represent UNESCO at inter-agency meetings, particularly the UN Theme Group on HIV and AIDS, with a focus on enhancing the contribution and visibility of the Organization in the national response to HIV and AIDS.
- Develop and implement an advocacy strategy to ensure support for EDUCAIDS by relevant stakeholders.
- Support the implementation of HIV-related activities in the education sector derived from the UN Common Operational Document (COD).
- Lead capacity development to initiate and strengthen coordinated action on HIV&AIDS within the education sector at all levels.
- Ensure continuous advocacy and capacity development through technical assistance, training for national education sector stakeholders to respond to HIV and AIDS.
- Build and maintain partnerships among the Ministry of Education, bilateral and multi-lateral development partners, education institutions, civil society organizations including networks of people living with HIV and AIDS, the national AIDS program (CNLS) and others.
- As member of the UN Theme Group on HIV (UNTG) contribute to overall policy and programmatic guidance of the UNTG Chair, and participates in approving the Joint UN Programme of Support on AIDS, its rolling annual work plans and other Team assignments.
- Attend all statutory and *ad hoc* meetings of the UN Theme Group (UNTG) on HIV and follow up on assigned actions.
- Contribute to the development, review, follow-up and monitoring of the Joint Annual Work Plan.
- Provide technical advisory and programmatic support to the UCC, RC, UN TG members and UN system staff in general.

Secondary responsibilities will be to:

- Support the Senior Education Adviser (UNESCO-Nairobi) and the Rwanda National Commission for UNESCO to identify possibilities for resource mobilization for EDUCAIDS programming, participating in and supporting proposal development.
- Support effective programme planning, documentation, reporting, monitoring and evaluation in relation to UBW, Regular Programme budget and any other appropriate extra-budgetary funding mechanisms.

The EDUCAIDS Coordinator will also:

- In cooperation with the Senior Education Adviser (UNESCO-Nairobi) develop and maintain appropriate linkages with the Rwanda National Commission for UNESCO, UNESCO Section on HIV and AIDS, the regional bureau for education (UNESCO-Dakar), the UNESCO Regional AIDS Adviser (based in Johannesburg), and other sectors in order to enhance the Organization's overall response to HIV and AIDS.
- Undertake any other tasks assigned by UNESCO Nairobi and/or the UN Resident Coordinator in Rwanda

Qualifications

- Post-university graduate degree - Masters or PhD. in relevant field e.g., education, public health, social policy, management.

Professional experience

- At least 5 years relevant post-qualification experience in HIV&AIDS programming and mainstreaming in Rwanda. Experience specifically in the education sector will be an added advantage.
- Significant experience with engagement with development partners and managing technical cooperation between government and bilateral and/or multilateral agencies.
- Experience in the UN system will be an added advantage.

Competencies

- Extensive professional knowledge of the HIV&AIDS epidemic and response, with a focus on education sector.
- Strong experience and understanding of the national education system and sector stakeholders.
- Excellent coordination, convening and networking skills, organizational skills, tact and discretion.
- Strong knowledge of the current national development landscape and linkages with HIV& AIDS.
- Experience and skills in programme development and management, technical support, training and monitoring and evaluation.
- Experience with engagement with bilateral development partners, professional associations, and networks of people living with HIV and AIDS.
- Good communication and presentation skills including, excellent writing skills in English, ability to work in French and Kinyarwanda.
- Computer proficiency (Microsoft packages) and working knowledge of electronic mail.

Remuneration will be commensurate with qualifications and experience.

Email letter of application and CV to: Susan.Nkinyangi@unesco.unon.org

DEADLINE: 21 March 2008