



UNFPA

Project Manager

Project Manager, NOA, Sarajevo

Duty Station: Sarajevo, Bosnia and Herzegovina

Type of Post: Fixed Term

Deadline: 2024-12-04

Job Description

The Position:

The Project Manager plays a central role in ensuring the successful implementation of the Comprehensive Research on Cervical, Breast, Colorectal, and Prostate Cancers in BiH.

To achieve this, you will:

- Manage the day-to-day operations of the program, ensuring alignment with the established requirements by UNFPA, WHO and EU and key government stakeholders.
- Ensure collaboration with the implementing partners to guarantee activities are delivered on time and within budget.

The incumbent will report directly to the Sexual and Reproductive Health and Youth Programme Analyst

How you can make a difference:

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA's strategic plan (2022-2025), reaffirms the relevance of the current strategic direction of UNFPA and focuses on three transformative results: to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices. These results capture our strategic commitments on accelerating progress towards realizing the ICPD and SDGs in the Decade of Action leading up to 2030. Our strategic plan calls upon UN Member States, organizations and individuals to "build forward better", while addressing the negative impacts of the Covid-19 pandemic on women's and girls' access to sexual and reproductive health and reproductive rights, recover lost gains and realize our goals.

In a world where fundamental human rights are at risk, we need principled and ethical staff, who embody these international norms and standards, and who will defend them courageously and with

full conviction.

UNFPA is seeking candidates that transform, inspire and deliver high impact and sustained results; we need staff who are transparent, exceptional in how they manage the resources entrusted to them and who commit to deliver excellence in programme results.

Job Purpose:

Working within the Country Office (CO) environment, you will manage the implementation of Comprehensive Research on Cervical, Breast, Colorectal, and Prostate Cancers in BiH in partnership with World Health Organisation (WHO) and key government stakeholders (Ministry of Civil Affairs BiH, Ministries of health in FBiH, RS and BD, funded by the European Union).

The position required adequate interaction among different key stakeholders:

- UNFPA -United Nations Population Fund and WHO -World Health Organization
- Government stakeholders: contributes to fostering the alignment of the current cancer screening status in BiH with the European and International Standards, following the footsteps of the European Commission "A cancer plan for Europe", a political commitment to turn the tide against cancer, as well as the Global Strategy on Elimination of Cervical Cancer as well as The Global Breast Cancer Initiative led by the World Health Organization.
- Delegation of the European Union to Bosnia and Herzegovina: main donor, providing valuable support for the program. The "Comprehensive Research on Cervical, Breast, Colorectal and Prostate Cancers" project aims to generate valuable insights and create a lasting positive impact on cancer prevention and control efforts in Bosnia and Herzegovina. More specifically, the objectives of the Comprehensive Research include:
 - Collect and analyze high-quality, up-to-date data on cervical, breast, colorectal, and prostate cancers in Bosnia and Herzegovina through a comprehensive research initiative.
 - Establish a baseline understanding of the current landscape regarding cervical, breast, colorectal, and prostate cancers in Bosnia and Herzegovina
 - Identify existing prevention programs, available resources, and capacity for preventive program implementation, as well as gaps within the health system As the lead agency, UNFPA plays a crucial role in coordinating all project activities and ensuring smooth implementation. UNFPA works closely with all partners to achieve the research goals.
- The Project Manager plays a vital role in keeping the research on track by:
 - Tracking progress: Monitoring research activities and making adjustments when needed to ensure progress.
 - Building relationships: Working collaboratively with all partners, including government agencies, research institutions, and donors, to foster positive working relationships.

You would be responsible for:

Project Coordination:

- Lead and manage research implementation, ensuring alignment with project objectives, timelines, and effective collaboration with all stakeholders (UNFPA, WHO,
- implementing partners, government, experts, and donors) in line with the agreed Work Plan.
- Foster seamless coordination among program staff, promoting a transformative and context-appropriate approach. Ensure timely execution of research activities through efficient planning, monitoring, and implementation, leveraging effective modalities and practices.

- Ensure timely communication with Steering Committee and Research Working Group members on updates and developments of Research

Implementation & Quality:

- Provide technical guidance to partners, ensuring adherence to standards and quality assurance mechanisms for data.
- Throughout the program, you support in tracking progress, monitoring how things are going, and make adjustments when needed to keep everything on track. This might involve anything from scheduling changes to reallocating resources.

Oversight, Evaluation, and Reporting

- Establish a robust system to track partner progress, ensure adherence to project requirements, and proactively manage risks.
- Systematically evaluate partner effectiveness in achieving project objectives using qualitative and quantitative data, providing constructive feedback and recommendations for improvement.
- Prepare timely and accurate reports, contribute to research findings with actionable recommendations, and analyze the broader context to identify opportunities and policy implications for research implementation. Assisting in implementing knowledge management strategies to capture lessons learned and best practices, sharing these with management for future planning.
- Performs other duties as may be required and requested by the supervisor and agreed by CO's management.

Qualifications and Experience:

Education:

An advanced degree (minimum Master's degree or equivalent) in Medicine, Public health, Social Sciences or a related field.

A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree

Knowledge and Experience:

- Up to two years of professional experience in project management, preferably in the field of public health and research.
- Proven track record in project management, including program design, coordination, monitoring, and evaluation.
- Experience providing technical advice or similar support, along with donor reporting and capacity building.
- Strong leadership skills for managing, researching and collaborating with diverse teams, including staff, experts, and consultants.
- Excellent communication, written reporting, and analytical skills.
- Experience working with the UN, international organizations, managing EU-funded projects, and multi-partner health research projects is an asset.
- Experience using office software packages and web-based management systems.

Languages:

Fluency in English and Bosnian/Croatian/Serbian is required

Required Competencies:

Values:

- Exemplifying integrity,
- Demonstrating commitment to UNFPA and the UN system,
- Embracing cultural diversity,
- Embracing change

Core Competencies:

- Achieving results,
- Being accountable,
- Developing and applying professional expertise/business acumen,
- Thinking analytically and strategically,
- Working in teams/managing ourselves and our relationships,
- Communicating for impact,

Functional Competencies:

- Advocacy/ Advancing a policy-oriented agenda
- Leveraging the resources of national governments and partners/ building strategic alliances and partnerships
- Delivering results-based programmes
- Internal and external communication and advocacy for results mobilisation

Compensation and Benefits:

This position offers an attractive remuneration package including a competitive net salary plus health insurance and other benefits as applicable.

UNFPA Work Environment:

UNFPA provides a work environment that reflects the values of gender equality, diversity, integrity and healthy work-life balance. We are committed to ensuring gender parity in the organization and therefore encourage women to apply. Individuals from the LGBTQIA+ community, minority ethnic groups, indigenous populations, persons with disabilities, and other underrepresented groups are highly encouraged to apply. UNFPA promotes equal opportunities in terms of appointment, training, compensation and selection for all regardless of personal characteristics and dimensions of diversity. Diversity, Equity and Inclusion is at the heart of UNFPA's workforce - [click here to learn more](#).

Disclaimer:

Selection and appointment may be subject to background and reference checks, medical clearance, visa issuance and other administrative requirements.

UNFPA does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process and does not concern itself with information on applicants' bank accounts.

Applicants for positions in the international Professional and higher categories, who hold permanent resident status in a country other than their country of nationality, may be required to renounce such status upon their appointment.

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Lokacija: Sarajevo
Datum objave: 21. Nov 2024.
Datum isteka: 04. Dec 2024.