

I. Position Information		
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Job Title: “Economic	Women’s Economic Empowerment Specialist, “Empowerment of Refugee and Migrant Women in Brazil”	Current Grade: SB4
Department:	UN Women Country Office in Brazil	
Reports to (Title/Level):	Project Manager (SB5-1)	
Duty station:	São Paolo, Brazil	

II. Organizational Context

UN Women, grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security.

UN Women Country Programme is implemented framework of national development priorities and supports the implementation of the international commitments on women’s human rights, which Brazil is signatory to. The Country Office prioritizes the mitigation of the consequences of COVID-19 pandemic on Brazilian women making it a cross-cutting perspective to all outcome areas and considering race, ethnic and regional perspectives. The three key areas of work of UN Women in Brazil support the achievement of the following three results:

- 1) Women lead, participate in, and benefit equally from governance systems.
- 2) Women have income security, decent work, and economic autonomy.
- 3) All women and girls live a life free from all forms of violence.

Joint Programme “Economic Empowerment of Refugee and Migrant Women in Brazil” aims to support the efforts of the Government of Brazil in social and economic integration of Venezuelan migrants and refugees by empowering women and girls. The programme builds on the results of the 2018-2020 Joint Programme of United Nations Entity for Gender Equality and the Empowerment of Women (UN Women), the United Nations Population Fund (UNFPA) and the United Nations High Commissioner for Refugees (UNHCR) “Leadership, Empowerment, Access and Protection for migrant, asylum seeker and refugee women and girls in Brazil, generously funded by the Government of Luxembourg. The Programme will offer human rights-based and gender-responsive and transformative solutions and capacity building initiatives to authorities in the federal, state, and municipal levels and private sector companies (duty bearers). The Programme also aims at providing opportunities for refugee and migrant women (rights holders) to access employment, decent work, and gender-responsive social protection, enhancing their capacities to participate in decision-making, to claim their rights, opportunities, and social protection responses.

Reporting to Project Manager the Women’s Economic Empowerment (WEE) Specialist provides effective policy and technical support to joint programme and makes contribution to the UN Women Country Office Portfolio by contributing to the programme design, formulation, implementation, and evaluation. The WEE Specialist will provide capacity building to Country Office and project staff, establish, and strengthen partnerships, and develop

relevant knowledge products on WEE with a particular focus on addressing the compound discrimination faced by migrant and refugee women.

III. Functions

1. **Provide technical contribution to the development of programmes on Women's Economic Empowerment (WEE) to Country Office team**
 - Draft the development of country programme documents on WEE.
 - Provide technical inputs to programme proposals from country office.
 - Provide advice on contextualizing/ localizing programme documents, country strategies, and knowledge products.
 - Coordinate monitoring and reporting for joint programme in collaboration with UN partner agencies.
2. **Provide capacity building support to Country Office team and partners.**
 - Provide substantive technical and policy support to country office programme team in developing and strengthening joint programme to support the implementation of global norms and standards on gender equality and women's human rights.
 - Develop, implement, and monitor capacity building initiatives.
 - Provide technical support to partners on implementation of the WEE activities of the joint programme.
 - Provide technical advice to Project manager specialist of the joint programme.
3. **Contribute to strengthening strategic partnerships with stakeholders, private sector, federal and sub-national government, and civil society partners.**
 - Build and maintain alliances and strategic partnerships for the advancement of women's economic empowerment, including with private sector, government, and civil society.
 - Produce periodic updates and briefs on country development situation to be used by stakeholders and CO.
 - Maintain close contact with relevant staff in UN Women LAC Regional Office and HQ.
4. **Contribute to the resource mobilization strategy for Women's Economic Empowerment of the Country Office**
 - Participate in the implementation, monitoring and periodic updating of the resource mobilization strategy on women's economic empowerment.
 - Provide technical support to mobilizing resources for the implementation of women's economic empowerment.
 - Research and analyze information on donors; prepare substantive briefs on possible areas of cooperation.
5. **Contribute to the design of women's economic empowerment initiatives and the development of relevant knowledge products.**
 - Provide technical inputs to strategic planning and positioning on women's economic empowerment.
 - Work closely with and provide advice to private sector, civil society and government bodies and that influence policies related to WEE, social, and economic integration of refugee and migrant women and where necessary represent UN Women.

- Research, develop and present analytical updates, briefing notes, background papers, summaries, correspondence, and knowledge products on WEE.
 - Identify promising practices, technical expertise, and strategic opportunities in WEE.
6. **Contribute to knowledge building and sharing for WEE and socio-economic integration of refugee and migrant women.**
- Identify and disseminate lessons learnt and good practices on WEE and socio-economic integration of refugee and migrant women.
 - Ensure technical skills and knowledge are shared within and among Country office’s projects and Outcome areas, as well as with the UN agencies.

IV. Key Performance Indicators

- Timely and quality inputs to programme design
- Timely and quality inputs to workplans and budgets
- Adherence to UN Women standards and rules
- Timely monitoring and tracking of programme result and finances.
- Timely organization of events
- Number of knowledge products developed

V. Competencies

Core Values:

- Respect for Diversity
- Integrity
- Professionalism

Core Competencies:

- Awareness and Sensitivity Regarding Gender Issues
- Accountability
- Creative Problem Solving
- Effective Communication
- Inclusive Collaboration
- Stakeholder Engagement
- Leading by Example

Functional Competencies

- Excellent knowledge of women’s economic empowerment
- Strong knowledge of the country
- Excellent networking skills
- Ability to interact with private sector, government, and civil society.
- Ability to perform qualitative and quantitative analysis.
- Ability to advocate and provide technical advice.
- Excellent analytical skills.
- Ability to write technical papers, speeches, briefings.
- Strong knowledge of programme development, implementation, results-based management and reporting

VI. Recruitment Qualifications

Education and certification:	<ul style="list-style-type: none"> ▪ Post-Graduation courses (Lato Sensu: MBAs or Specializations and/or Stricto Sensu: Master’s or Doctor’s degree) or equivalent in gender, human rights, international relations or other social science fields, or additional 04 years of relevant technical experience to the post, beyond the requirement, is required.
Experience:	<ul style="list-style-type: none"> ▪ At least 7 years of relevant work experience in development programme/project implementation, coordination, monitoring and evaluation, donor reporting and capacity building. ▪ Experience in the gender equality, women’ economic empowerment, human rights. ▪ Experience coordinating and liaising with government agencies and/or donors is an asset. ▪ Experience in intersectional approach to human rights is an asset.
Language Requirements:	<ul style="list-style-type: none"> ▪ Fluency in English and Portuguese is required. ▪ Excellent writing skills. ▪ Knowledge of the other UN official working language is an asset.