



## JOB DESCRIPTION

<b>Job Title:</b>	Gender Equality, Social Inclusion (GESI) and Health Adviser
<b>Division:</b>	Public Health Division (PHD)
<b>Location:</b>	Suva, Fiji
<b>Reporting to:</b>	Deputy Director – Public Health Division, Research and Development with matrix reporting to the Team Leader – Mainstreaming and Capacity Building at the SPC Human Rights & Social Development Division (HRSD).
<b>Number of Direct Reports:</b>	0
<b>Purpose of Role:</b>	<p>SPC's people-centered approach (PCA) places Pacific people in all their diversities at the heart of SPC's projects and programmes planning, implementation, and monitoring and reporting.</p> <p>The PCA at SPC encompasses of four elements:</p> <ul style="list-style-type: none"><li>(a) human rights.</li><li>(b) gender equality.</li><li>(c) social inclusion with a focus on youth, disability inclusion and people of diverse sexual orientation, gender identity, gender expressions and sex characteristics (SOGIESC); and</li><li>(d) positive expressions of Pacific culture.</li></ul> <p>The GESI and Health Adviser is responsible for mainstreaming the gender equality and social inclusion components of the PCA across PHD to ensure equitable and effective health care in Pacific Island Countries and Territories.</p> <p>The GESI and Health Adviser will also work closely with HRSD PCA team to mainstream the other elements of the PCA, being human rights and positive expressions of culture, across PHD projects, programs, including the SPC's flagship and SPC member countries.</p>
<b>Date:</b>	July 2024

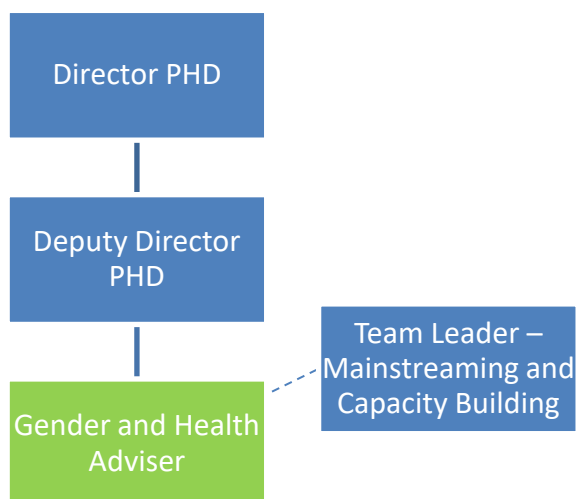
### Organisational Context and Organisation Chart

SPC is the principal scientific and technical organisation in the Pacific region, proudly supporting development since 1947. We are an international development organization owned and governed by our 27 country and territory members. We work for the well-being of Pacific people through the effective and innovative application of science and knowledge, guided by a deep understanding of Pacific Island contexts and cultures. (<https://www.spc.int/>). In line with its vision, the work of HRSD encompasses the following objectives:

The GESI and Health Adviser will provide technical guidance and lead the mainstreaming of gender

equality across the 6 programs of PHD to address the GESI and health issues to ensure the provision of equitable and effective health care services in the Pacific Island Countries and Territories. The GESI and Health Adviser will be part of the Health Systems Strengthening team and reports to the Deputy Director of the Public Health Division with matrix reporting to the Team Leader – Mainstreaming and Capacity Building of HRSD.

The SPC Public Health Division (PHD) is dedicated to improving the health, and therefore the future, of all Pacific Islanders. PHD strives to promote and protect the health of Pacific Island peoples. It advocates a holistic approach to health, supports sustainable capacity development, and facilitates and promotes collaboration with partners.



#### Key Result Areas (KRAs):

**KRA 1:** To deliver timely and relevant analytical, technical, research, programmatic and policy advice on the GESI dimensions of health to SPC member countries and territories, PHD staff, and various stakeholders (30%)

**KRA 2:** To strengthen the mainstreaming of GESI in health programs and projects (30%)

**KRA 3:** To work with all sections of the Public Health Division to develop and establish a systematic, coordinated, and effective approach to integrate gender and health equality dimensions and ensure coordination with all the SPC flagships (20%)

**KRA 4:** To ensure the current and new PHD direction and initiatives integrates human rights and positive expressions of Pacific culture (20%)

*The performance requirements of the KRAs are broadly described below:*

Jobholder is accountable for:	Jobholder is successful when
<p><b>KRA 1: To deliver timely and relevant analytical, technical, research, programmatic and policy advice on the GESI dimensions of health to SPC member countries and territories, PHD staff, and various stakeholders.</b></p>	
<ul style="list-style-type: none"> <li>• Support Pacific Island Countries and Territories (PICTs) and all other stakeholders to implement GESI and Health commitments and priorities.</li> <li>• Conduct GESI and health research and policy analysis in selected SPC member countries to identify actions needed to strengthen GESI and provide regular written updates for Gender and Health.</li> <li>• Undertake GESI analysis of PHD’s current and planned health programs, projects, plans, operations, monitoring, evaluation and learning, knowledge management and communication (MELKMC) to identify actions needed to strengthen GESI across all aspects of PHD’s work.</li> <li>• Engage in national, regional, and international fora, mechanisms, and processes for the purposes of integrating GESI and Health in policies and programs.</li> <li>• Support monitoring, evaluation and learning for GESI and Health related projects, programmes, and activities.</li> </ul>	<ul style="list-style-type: none"> <li>• Quality and timely technical assistance and support is provided to PICTs on implementing GESI and health commitments and priorities evident by positive feedback received from PICTs.</li> <li>• A GESI and health research, policy and strategic plans analysis of selected SPC is completed and a report is developed identifying clear actions to be taken to strengthen GESI and health.</li> <li>• Develop the PHD GESI and Health Strategy under the PHD workplan.</li> <li>• A PHD GESI analysis of current and planned programs, projects, plans, operation and MELKMC is completed, and a PHD GESI analysis report is developed identifying actions needed to strengthen GESI across all aspects of PHD ’s work and evidence of GESI and Health in integrated programming and mainstreaming across SPC.</li> <li>• PICTs and other stakeholders provide positive feedback on technical assistance, advice, and engagement.</li> <li>• MEL and reporting requirements are met.</li> </ul>
<p><b>KRA 2: To strengthen the mainstreaming of GESI in the Health Sector programs and projects.</b></p>	
<ul style="list-style-type: none"> <li>• Identify GESI and health capacity building and training needs for PHD staff, SPC members and stakeholders in selected countries.</li> <li>• Facilitate, develop and/or deliver capacity building, training and skills building on GESI and Health utilising multiple modalities.</li> <li>• Monitor and evaluate impacts of GESI and Health activities in PHD programmes and projects.</li> <li>• Continuously review and adapt GESI and Health capacity building and skills development materials.</li> <li>• Ensure that new concept notes and project/program proposals have integrated PCA</li> </ul>	<ul style="list-style-type: none"> <li>• Quality and timely GESI and health capacity buildings and trainings are provided to PHD staff, SPC members and stakeholders</li> <li>• Quality and contextualized capacity building and skills development programmes, tools and guidelines are developed and delivered in line with PICTs priorities and work plan.</li> <li>• Evaluation from participants regarding capacity and skills development initiatives request continued support.</li> <li>• Timely completion of capacity building and skills development reports capturing evaluation data and lessons learnt.</li> </ul>

<p>principles and concepts relevant to the health sector.</p>	<ul style="list-style-type: none"> <li>Capacity building and skills development material are adapted and current. Quality and timely GESI and Health inputs into the development of concepts for project and programme proposals for the Division and across SPC.</li> </ul>
<p><b>KRA 3: To work with all sections of the Public Health Division and SPC to develop and establish a systematic, coordinated, and effective approach to integrate GESI and health equality and ensure coordination with all the SPC flagships.</b></p>	
<ul style="list-style-type: none"> <li>Lead stakeholder engagement, networking, and coordination to advance divisional objectives at national, regional and institutional levels.</li> <li>Engage in relevant working groups, task forces and other technical committees including sustainable livelihoods.</li> <li>Represent SPC at national, regional and international forums as delegated by the Director.</li> </ul>	<ul style="list-style-type: none"> <li>Partners are regularly informed of divisional work at country level.</li> <li>New opportunities are identified to advance divisional objectives.</li> <li>Stakeholders provide positive feedback through written and oral communications.</li> <li>Division representation and inputs are acknowledged as required.</li> </ul>
<p><b>KRA 4: To ensure that current and new PHD direction and initiatives integrates human rights and positive expressions of Pacific culture.</b></p>	
<ul style="list-style-type: none"> <li>Undertake a human rights and positive expressions of Pacific culture analysis of the current and planned PHD programs, projects, plans, operations, to identify actions needed to strengthen human rights and positive expressions of Pacific culture across all aspects of PHD's work.</li> <li>Develop and deliver human rights and positive expression of Pacific culture technical assistance and capacity building for the PHD staff and member states.</li> <li>Manage and report on the delivery of human rights and Health projects, programmes and activities.</li> <li>Contribute human rights, positive expression of Pacific culture and health expertise and advice to SPC's Flagship programs and initiatives such as e.g. climate change, food security, gender, and others.</li> </ul>	<ul style="list-style-type: none"> <li>A PHD human rights-based approach and positive expression of Pacific culture analysis of the current and planned programs is completed documenting the actions needed to strengthen human rights and positive expression of Pacific culture across all aspects of PHD's work.</li> <li>In-country programs/projects deliver quality outcomes, consistent with annual work plans and budgets.</li> <li>Quality and timely GESI and Health inputs into the development of concepts for project and programme proposals for the Division and across SPC.</li> </ul>

**Most Challenging Duties Typically Undertaken (Complexity):**

- Developing and adapting training and capacity building materials and toolkits on generic PCA topics into the programmatic pillars of PHD's work or the health sector.
- Ensuring that all activities and actions are grounded in Pacific values and principles, and people centered approaches.
- Managing work plan deliverables.
- Providing technical advice and support for member countries senior government officials and other leaders to advance PCA tailored to the health sector.
- Continually adapting work delivery to respond to current and emerging PCA themes tailored to the health sector.
- Communicating complex PCA, concepts to influence a wide range of audiences.

## Functional Relationships & Relationship Skills:

Key internal and/or external contacts	Nature of the contact most typical
<p><b>External</b></p> <p>Key external contacts are:</p> <ul style="list-style-type: none"> <li>• PICTs focal points (Health heads' level and lower) including Civil Society Organisations.</li> <li>• Funding and development partners.</li> <li>• Other regional and international agencies.</li> <li>• Consultants.</li> <li>• Technical Working Groups on health, food systems and other related sectoral mechanisms.</li> <li>• Private Sector Organisations.</li> <li>• Researchers/academics.</li> <li>• Private contractors and consultants.</li> </ul>	<ul style="list-style-type: none"> <li>• Responding to requests for information, technical assistance, and support.</li> <li>• Reporting on (activity/outcome and financial) and participation on various committees and working groups.</li> <li>• Coordination and delivery of work programme, including technical assistance.</li> <li>• Influencing, and securing cooperation and collaboration.</li> <li>• Engaging in communities of learning, information, and practice.</li> <li>• Representing SPC.</li> </ul>
<p><b>Internal</b></p> <p>Key internal contacts are:</p> <ul style="list-style-type: none"> <li>• Director, Deputy Director, Team leaders and Program staff of PHD.</li> <li>• HRSD Director, Team Leader Mainstreaming and Capacity Building, Team Leader Culture for Development and Human Rights, GEDSI and Culture Advisers.</li> <li>• SPC Directors and staff – Human Resources Manager, OMD, Strategic Planning &amp; Learning, and SPC Technical Divisions.</li> <li>• SPC Food Systems, Gender, Ocean and Climate flagships taskforce members including LRD, FAME, GEM, PHD, SDD and CCES.</li> </ul>	<ul style="list-style-type: none"> <li>• Reporting (activity/outcome and financial) Programme delivery against outcomes</li> <li>• Finance, MEL, results reporting.</li> <li>• Supporting coordination and collaboration for mainstreaming GEDSI, human rights and positive expression of culture into the agriculture.</li> </ul>

## Level of Delegation:

Routine Expenditure Budget: 0

Budget Sign off Authority without requiring approval from direct supervisor: 50 EUR

## Person Specifications:

### Qualifications

Essential:	Desirable:
<ul style="list-style-type: none"> <li>• A post graduate qualification in gender, human rights, health and/or related disciplines from a recognised university.</li> </ul>	<ul style="list-style-type: none"> <li>• A master's degree in a related social science.</li> <li>• Diploma or certificate courses in project management.</li> </ul>

## Knowledge/Experience

Essential:	Desirable:
<ul style="list-style-type: none"> <li>• At least 10 years of development experience working in the field of human rights, gender equality and social inclusion, with at least 5 years of working in the Pacific.</li> <li>• Experience in mainstreaming human rights-based approaches, GESI in development programming.</li> <li>• Proven track record in quality programming, developing, delivering and reporting against work plans.</li> <li>• Experience developing capacity building resources and delivering sessions on applying human rights, GESI principles for diverse government and non-government audiences.</li> <li>• Significant communication skills and experience working in a multi-disciplinary and cross-cultural team.</li> <li>• Strong interpersonal skills and an ability to work with a wide range of individuals</li> <li>• Ability to translate text-heavy documents or information into user-friendly materials for a wide range of audiences</li> <li>• Excellent written and oral communication skills in English, with strong writing ability at a donor project reporting level.</li> </ul>	<ul style="list-style-type: none"> <li>• Work experience in the field of health promotion.</li> <li>• Working with teams located remotely.</li> <li>• Demonstrated high level of emotional intelligence through work approaches.</li> <li>• Conducting research, including participatory research and mixed methods.</li> <li>• Organising and convening bi-lingual regional, sub-regional and national events</li> <li>• Working with and engaging consultants.</li> <li>• Knowledge of the mandates of CROP and UN agencies, development partners, NGOs, civil society organisations in PICTs.</li> <li>• Understanding of ethical guidelines in programme/project implementation including do no harm and survivor-based approaches.</li> </ul>

## Key Behaviours

*All employees are measured against the following **Key Behaviors** as part of Performance Development:*

- Change and Innovation
- Interpersonal Skills
- Judgement
- Leadership
- Promotion of Equity and Equality
- Teamwork

## Personal Attributes

- High level of professional integrity, respectfulness and ethics
- Demonstrated high level commitment to people centred service delivery
- Cultural competency

## Change to Job Description:

*From time to time it may be necessary to consider changes in the job description in response to the changing nature of the work environment - including technological requirements or statutory changes. Such change may be initiated as necessary by SPC. This Job Description may also be reviewed as part of the preparation for performance planning for the annual performance cycle.*