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## **TERMS OF REFERENCE Junior Professional Officers (JPO)**

### **Junior Professional Officers (JPO)**

Please indicate if this ToR supersedes a previously submitted ToR:

No

#### **I. General Information:**

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Title:

Health Sector Communications Strategist

Sector of Assignment:

HIV/AIDS

Country:

Swaziland

Location (city):

Mbabane

Agency:

UNDP

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#### **II. Supervision:**

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Name of Supervisor:

Thandie Gama

Title of Supervisor:

Assistant Resident Representative

Content and methodology of supervision:

Under the overall guidance of the Deputy Resident Representative, and direct supervision by the ARR, the JPO shall work in close collaboration with the Programme Adviser for Poverty and HIV/AIDS. The office operates within the context of matrixed teams and as such the JPO shall become an integral part of the Poverty and HIV/AIDS programme team.

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#### **III. Duties, Responsibilities and Output Expectations:**

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Please include percentages for each duty:

1. Programme/Project Formulation:

Carry out an analysis of socio-cultural, economic and political environment of the country with a view to understanding the development context of the country, identifying the needs and recommending strategies for UNDP interventions maintaining consistency and relevance to national priorities.

Analyze and assess lessons learnt from past cooperation

- Prepare project proposals for resource mobilization

## 2. Programme/Project Implementation:

Support the Programme Advisor in effective management of the Poverty Reduction/HIV/AIDS Mainstreaming programme implementation process through monitoring of workplans, progress reports, financial reports, field visits and consultation with partners to ensure that programmes are implemented in accordance with rules and procedures of UNDP.

In collaboration with other programme staff contribute towards development of strategies for enhanced programme implementation that facilitate scaling up of an effective HIV/AIDS response.

## 3. Partnering and Resource Mobilization:

Establish and maintain strategic partnerships with Government, Civil Society, Private Sector, Community Based Organizations and other UN agencies with a view to promote networking and information sharing.

Create and maintain contacts with (actual and potential) funding partners in order to identify untapped resources in support of HIV/AIDS prevention and mitigation.

## 4. Knowledge and Information Management

Document best practices and success stories

Search for and access available information and knowledge through networking and full use of IT

Participate and contribute to HIV/AIDS knowledge networks and assist in building capacity within the programme implementers.

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## **IV. Qualifications and Experience:**

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Education (only Master's degree or equivalent):

Masters degree or Post graduate academic qualification in social sciences/Public Health .

Work Experience (at least 1 to 2 years relevant work experience):

1 to 2 years of relevant work experience.

Key Competencies of the assignment:

Interpersonal skills and teamwork

Adaptability to different cultural values.

Time and stress management

Negotiation skills

Commitment to UN values and principles

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## **V. Learning Expectations:**

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Upon completion of the assignment, the JPO will have / be able to...

The JPO will have developed competencies in the Poverty and HIV/AIDS practice areas.

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## **VI. Background Information:**

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The major challenge facing the country is the escalating HIV/AIDS prevalence currently estimated at 38.6% among ante-natal clinic clients, having risen steadily over the last decade: from 3.9% in 1992, 15.2% in 1994, 26.3% in 1996, 31.6% in 1998 and 34.2% in 2000. With the overall national prevalence currently estimated at 25% out of a population of around one million people, it is estimated that about 115,000 persons are already HIV positive. Deaths due to AIDS are reported to have reached 50,000 early in 2000, with the associated number of orphans estimated at 35,000.

As households increasingly lose breadwinners to AIDS and as HIV/AIDS pushes more people into extreme poverty, all the development efforts of the past century are sabotaged. As the problem escalates, the complexities in responding to it also increase. The Ministry of Health and Social welfare which has been in the forefront in the national response continues to seek innovative ways of mitigating the spread of the pandemic. The country has also put in place a National Co-ordination mechanism known as the National Emergency Response Council on HIV/AIDS (NERCHA) in an effort to strengthen the multi-sectoral response to HIV/AIDS.

UNDP as a major partner on policy advisory issues and capacity development is scaling up its efforts towards activities directed at prevention and mitigation of the impact of HIV/AIDS. The new Programme Support Document on Poverty Reduction and HIV/AIDS Mainstreaming for the period 2001-2005 places emphasis on institutional and capacity strengthening for decentralized response.

Please attach Organigramme  
[See it here...](#)

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## **VII. Information About Living Conditions at the Duty Station:**

Swaziland is a homogenous society with a population of approximately one million people. It is a politically stable and peaceful country. The official languages are English and siSwati and many Swazis are bi-lingual. The weather varies between the four regions of the country with warm to hot summers and cool to mild, although sometimes cold winters with snow on the high ground. Rainfall occurs mostly in the summer months between October and March.

Swaziland's currency is the Lilangeni (plural Emalangeni abbreviated as "E"). For the first time in several years, inflation has reached double digit figures and recorded at 12% for 2001/02 from 7.3% and 5.9% for the previous two years. This is due to sharp increases in fuel, food and other prices. A sales tax of 14% applies to most consumables.

With regards to entry requirements, citizens of most British Commonwealth countries, including African states, do NOT require visas except for Bangladesh, India, Pakistan and Sri Lanka. Citizens of EU countries may obtain free visas on arrival at Swaziland's borders

For health reasons it is advisable for visitors to take precautions against malaria, especially in the warmer parts of the country during the hot summer months. Yellow fever and cholera vaccinations are required only if a visitor has come from or traveled through an endemic area.

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**Approved by:**

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Thandi Gama-Nkosi

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Swaziland

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Mbabane

Agency / Unit:  
UNDP

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**Submitted by:**

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3/17/2003

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