

Gender, Disability & Social Inclusion

Technical Advisor

Position Description

Reporting to:	Pacific Regional PDQ Director	Work location:	Aus/NZ/Pacific
Department:	International Department / Pacific Division	Budget holder:	No
Team:	Pacific PDQ	Direct reports:	Nil

Role Purpose

Reporting to the Pacific Regional Program Development and Quality Director, the Gender, Disability and Social Inclusion Technical Advisor is responsible for providing technical advice, leadership and guidance on gender equality, disability and social inclusion (GEDSI) topics. The Gender Technical Advisor supports Save the Children Australia to mainstream GEDSI approaches in its Pacific operations and ensure programs are designed, implemented, monitored and evaluated with a focus on gender equality, disability and social inclusion. The role is responsible for:

- Leading on advancing our Pacific Regional Strategy to be a global leader in addressing gender equality and inclusion.
- Leading and contributing to the development of proposals to secure funding for Pacific humanitarian and development programs, including addressing donor requirements on GEDSI.
- Providing technical guidance and support to national GEDSI technical advisers, based on our GEDSI Technical Competency Framework.
- Leading a GEDSI Community of Practice across the Pacific to support collaboration, good practice, evidence and learning.
- Advising on advocacy initiatives designed to promote policy and legislative changes to promote gender equality, disability and social inclusion.
- Facilitating the ongoing development of gender tools, research, and trainings for humanitarian and development programs.
- Improving monitoring, evaluation and reporting on GEDSI for humanitarian and development programs.

The post holder will be expected to work across the Regional Office, Country Offices as well as Member Offices in the region as necessary and be the primary Regional Office support to our Country Offices for all GEDSI technical guidance, best practices and skill-building efforts.

In the event of a major humanitarian emergency, the role holder will be expected to work outside the normal role profile and be able to vary working hours accordingly.

Key Areas of Accountability

Strategy and Advocacy

- Actively contribute to advancing our Pacific Regional Strategy to be a global leader in addressing gender equality and inclusion, including through supporting the measurement of progress against our annual goals.
- Actively contribute to our Country Offices in advancing their Country Strategic Plans, as those relate to in addressing gender equality and inclusion, including through supporting the measurement of progress against our annual goals.
- Actively contribute to advancing the Policy and Advocacy strategies of our Country Offices as those relate to gender equality and inclusion campaigns and other advocacy goals.

- Contribute to policy and advocacy briefs for a wide range of Pacific stakeholders and donors.

Humanitarian and Development Program Design

- Provide Technical Assistance (TA) in the development of high-quality concept notes and proposals across a range of technical areas.
- Contribute to improving the quality, innovativeness and scale of interventions and documenting learning.
- Contribute to the creation of robust GEDSI monitoring, evaluation and learning (MEAL) frameworks in new proposals.
- Support our national GEDSI Technical Advisors to represent Save the Children / their Country Offices to potential funders.
- Contribute to capacity statements across a range of technical areas.

Humanitarian and Development Program Implementation

- Support our national GEDSI Technical Advisors to provide guidance in the delivery of funded programs to enhance their impact.
- Provide support that strengthens the capacity of all Country Office staff to transform restrictive gender norms which harm the lives of girls and boys, women and men.
- Contribute to the identification and management of risk and underperformance in ongoing projects.

Humanitarian and Development Evidence and Learning

- Support our national GEDSI Technical Advisors in monitoring and reporting on GEDSI outcomes and results
- Develop the evidence base for gender equality, disability and social inclusion approaches, both integrated and standalone, across the Pacific
- Facilitate the sharing of experience and learning about gender equality across the Pacific and the wider sector
- Be up to date on relevant global policy and programming relating to gender equality disability and social inclusion within and beyond the Save the Children movement

Humanitarian and Development Skills-building and training

- Lead a monthly Community of Practice bringing relevant tools and resources to promote good practice, evidence and learning.
- Provide technical guidance on key GEDSI resources, including Save the Children's Gender Equality Program Guidance and Toolkit and Gender Equality Marker
- Support our national GEDSI Technical Advisors in the development and implementation of training workshops to build capacity of staff and partners to design and implement quality programs

Health and safety requirements

- Act in a safe manner at all times, including complying with all safety instructions and training given at the workplace
- Participate in, and contribute to, health and safety awareness and improvements
- Comply with emergency evacuation procedures
- Report all incidents, injuries and potential hazards in a timely manner

Child protection and safeguarding requirements

- Safeguard children's rights and act in the best interests of children at all times
- Comply with child safeguarding and protection policies and standards
- Maintain a child safe environment at the workplace
- Demonstrate the highest standards of behaviour towards children in both your private and professional life
- Not abuse the position of trust that comes with being a part of the Save the Children family

- Maintain a safe and positive relationship at all times when working with children and young people
- Respond to any concerns for the safety or wellbeing of a child in a program in accordance with internal reporting processes

Security and risk management requirements

- Be aware of, and consider, the risks associated with your everyday work and apply appropriate mitigation measures

Person Specification

Essential knowledge or experience

- Expert knowledge of gender equality, gender transformative approaches, changing restrictive social and gender norms, the rights and empowerment of women and girls, and methods of engaging men and boys in gender equality, disability and social inclusion
- Knowledge of applicable international guidelines and standards on gender equality, disability and social inclusion in both humanitarian and development contexts
- Demonstrated experience leading and supervising gender equality, disability and social inclusion programme development, implementation, monitoring and evaluation
- Demonstrated experience implementing, managing, and/or providing technical assistance to staff and programs in developing countries, including with focus on gender equality, disability and social inclusion; focus on child and youth programming desirable
- Demonstrated understanding of child rights programming and human rights-based approaches
- Demonstrated ability to work effectively in cross-functional teams with the ability to prioritise and a proven history of delivering results.

Skills/Abilities

- Highly developed networking, relationship building, influencing, negotiating and interpersonal skills
- Experience in development of funding proposal and tenders for both humanitarian and development programs
- Highly developed verbal and written communication skills, including proposal and report writing
- Experience in capacity building: designing, commissioning and delivering training to different target groups.
- Comfortable working independently with little supervision, as well as with receiving and accounting for direction and engaging as part of a dynamic team
- Excellent analytical skills with the ability to think strategically and see and act upon opportunities and build partnerships
- High levels of behavioural flexibility in dealing with and translating strategic, transactional and operational information
- Resilience in working in a changing and demanding environment
- Ability to operate within a complex environment and to deal effectively with ambiguity

Required qualifications and/or accreditations

- Master's degree in International Development / Relations, Women and Gender Studies or related field, or equivalent training

Driver's Licence:	Not required	Travel:	Required
Working with Children Check:	Required	Assets:	Provided