

**JOB OPENING INTERNAL/EXTERNAL**  
**J /P Haitian Relief Organization is looking for a:**  
**Gender Specialist-**

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**Supervisor** : Country Director

**Location of Position** : Port au Prince with field visits regularly

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**Description**

J/P Haitian Relief Organization (J/P HRO) is currently operating in Haiti with the label Community Organized Relief Effort (CORE). CORE is an international NGO focused on emergency response. We are a dynamic, flexible, and fast-paced group of people. Our team in Haiti is looking for a **Gender Specialist**. This person will join a team of experienced people focused on meeting the needs of affected communities; a team that listens to these communities' needs; adheres to international humanitarian standards; works with both local, international, and institutional partners; and above all believes that speed saves lives.

J/P HRO-CORE seeks to recruit a Gender Specialist who will be responsible for leading and supporting the integration of a strong Gender equality perspective and ensuring that the feedback mechanism is operational in all the J/P HRO-CORE projects. This responsibility will include ensuring the integration of gender equality and accountability throughout the project results framework, leading, integrating, strengthening, and supporting gender equality and accountability strategies, and facilitating business develop design while applying in call for proposals, participating in capacity building of local partners in gender equality and accountability through training and/or tools development.

Through this position, J/P HRO-CORE aims to develop a comprehensive set of tools for the protection, gender, age, and inclusion of people with disabilities, as outlined in the donor documents.

The key function of the Gender Specialist will turn around these essentials following points:

**Functions and Responsibilities:**

- a) Ensure that all J/P HRO-CORE's projects particularly the BHA project include a protection mainstreaming component which is the process of incorporating protection principles across all J/P HRO-CORE's humanitarian programs to promote safety and dignity, meaningful access, accountability, and participation and empowerment;
- b) Conduct regular protection risk assessments and use the findings to define targeting criteria, design and adjust programming accordingly, and implement corrective measures as needed;
- c) Consult with representatives of different segments of the disaster affected and key stakeholders of the target population, to understand their practices, capacities, adopt strategies and identify where their needs overlap;
- d) Define strategy of interventions that will address Gender-Based Violence (GBV) needs among women, girls, and others at risk of GBV, also including the strategies to increase the safety of women and girls engaging in income-generating activities ;
- e) Conduct partner gender inclusion capacity assessment/gender analysis, help address gaps and ensure effective gender mainstreaming in all project-related activities ;
- f) Support the development of Gender and GBV public awareness initiative in targeted communities in collaboration with key local stakeholders.
- g) Establish effective feedback and communication mechanisms throughout the program cycle to identify these individuals to ensure that their voices are heard, their needs are

considered, and that they benefit from assistance. Safeguarding measures and information channels should be tailored according to their input to mitigate risks of exploitation and abuse.

- h) Develop and document good practices and lessons learned on gender at the local level ;
- i) Revise the implementation strategy, communication and facilitation materials, and develop management tools and training modules, based on the review findings and recommendations;
- j) Act as primary focal point for gender and GBV prevention, including representing the project at local gender/GBV workgroups or events;
- k) Build, evaluate and monitor the feedback and accountability mechanism (FAM) for projects and in accordance with J/P HRO-CORE standards regarding FAM procedures with beneficiaries. Evaluate and/or develop communication channel tools for feedback to beneficiaries and other stakeholders.

The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties within the reasonableness of their level of skills and experience.

### **Qualifications:**

- At least a bachelor's degree in social sciences with academic training in women's studies, gender and development or a relevant field, a master degree is desired;
- Minimum of three (3) years' work experience with a national or international organization, with focus on women and girls/gender equality programming, including girls in servitude "restavek" situations, orphans and those among them living with disabilities;
- Specific knowledge of gender equality issues; experience engaging children on gender issues desirable;
- Previous work in Gender, GBV or PSEA with a non-governmental organization required;
- Excellent analytical skills, and experience with gender analysis;
- First-hand knowledge of the Haitian context;
- Strong written and oral communication skills, in French and Creole – English an asset, evident through written reports or other submissions;
- Good written and oral communication skills, effective in representation and liaison with external parties;
- Strong computer skills with MS Word, Excel, and PowerPoint;
- Familiarity with monitoring and evaluation in the community context.

### **How to apply**

If you believe your qualifications meet the requirements, please submit applications in one document to the Human Resources Department to: [hrstaffing@jpbro.org](mailto:hrstaffing@jpbro.org) mentioning in the subject of the email the job title "**Gender Specialist**" no later than October 31<sup>st</sup>, 2023, at 4:00 pm. All qualified and selected candidates must be on board in December 2023.

- Your resume
- A cover letter explaining your suitability against the essential criteria in the job profile
- Copy of diplomas

***Only selected candidates will be contacted for interviews!***

***We strongly encourage female candidature***