Challenging Career Opportunity

The Get Up Speak Out (GUSO) project is a youth sexual and reproductive health and rights (SRHR) project implemented by the international GUSO Consortium in seven countries including Pakistan. The purpose of the project is to ensure meaningful youth participation, increase access to SRHR information and education, increase access to youth friendly SRHR services, and create an enabling environment in the target countries. In Pakistan, the project is implemented by the GUSO Partnership, composed of 07 civil society organisations, and coordinated by the National Programme Coordinator (NPC).

Applications are invited for the position of **Youth Country Coordinator – YCC**, based in Islamabad.

**BRIEF DESCRIPTION**

The Youth Country Coordinator (YCC) is a young person (18-25 years) who will be the focal point for young staff/volunteers in the GUSO programme, and together with the National Programme Coordinator (NPC), a champion for the meaningful involvement and participation of young people in the GUSO programme.

The YCC will promote and be a facilitator of the process and management of the meaningful involvement of young staff/volunteers in GUSO, and is the central sparring/advisory partner of the NPC and country alliance partners for meaningful youth participation in GUSO without interfering in the programme content. As this is the responsibility of national consortium members.

The YCC will work hand in hand with the NPC and they will assist each other where necessary and requested, whereby both parties recognize and value each other’s contribution. The YCC will be the central advisory partner contributing to linking/learning by sharing lessons learned and experiences from country alliance partners, other GUSO countries and documents.

**Accountability**

The YCC is impartial and works in a youth-adult partnership with the NPC and for daily management issues will report to the NPC. YCC will be governed through Rutgers Pakistan’s HR policy being the host organization.

**Brief description**

1. **JOB PURPOSE**

To promote efficient and effective youth participation in the GUSO programme; to oversee processes of youth participation by engaging GUSO related youth alliances (HYPE and NYN) and to identify best practices, to support young staff members and volunteers in the Alliance partners and to provide linking & learning opportunities.

2. **OBJECTIVES**

   - To encourage the active and meaningful youth participation of national Alliance partners in all aspects of the programme.
   - To ensure on-going updates on the programme for the youth alliance/staff/volunteers/ as well as country alliance members on issues related to effective youth participation
   - To ensure timely preparation of youth input in Pakistan GUSO Partnership meetings and reports; and ensure that documentation meets meaningful youth participation standards and the donor requirements for approval and progression of the initiative.
   - To support the NPC to co-ordinate the preparation of programme related publications to promote awareness and lesson-learning on youth participation
   - To advise the NPC and country alliance members on how to effectively implement youth participation at all stages of the programme cycle and implementation of the programme.
Together with country alliance member provide technical support and guidance to member of GUSO youth alliance (HYPE and NYN) and young staff/volunteers in the partner organisations to be able to participate effectively in the programme.

To ensure effective partnerships with relevant SRHR and non-SRHR youth (serving) organisations in the country program.

To keep updated on relevant information in the field of youth sexual and reproductive health and rights and share amongst the country alliance partners.

Activities can include:

- To coordinate and facilitate the content and logistics for capacity building, review and planning meetings and consultations planned for GUSO youth alliance members, young people and partner organisations in the alliance around MYP, i.e. joint youth activities
- Provide partner organisations with full information on youth participation initiatives within the GUSO programme and solicit their proactive support in engaging young staff/volunteers.
- To analyse materials and prepare summaries of articles on meaningful youth participation, for dissemination among the alliance members, both adults and young staff/volunteers
- To support NPC to develop and incorporate the policy on protection of young people in all programme activities
- To keep the NPC and partner organisations informed of progress and developments of youth participation in the Alliance.
- To participate in internal meetings, workshops and working groups as agreed with the NPC.
- To undertake any other reasonable duties as may be requested from time to time.
- To support in planning, monitoring, evaluation and learning activities and operational research.

3. **RESPONSIBILITIES**

*Financial responsibilities:*

The YCC will provide input in reviewing/overseeing the financial planning of youth participation related activities in the joint budget.

*Advisory responsibilities:*

The YCC advises the NPC and the Pakistan GUSO Alliance members on progress in relation to effective youth participation in the programme as well as the most effective ways of capturing and disseminating the results and lessons learnt from the programme.

4. **EDUCATION & QUALIFICATIONS**

Experience in the following areas is a requirement:

- Working in projects/activities relating to young people's sexual and reproductive health and rights, including youth participation
- Working in youth-led or youth-serving initiatives and/or youth-led networks (either as a member or facilitator/leader);
- Developing documentation materials and reports
- Actively engaged with social media.

Experience in the following areas is an asset:

- Management of (young) volunteers
Education:

- Bachelors university degree in social sciences from reputable institutions.

5. SKILLS

- Project management skills; analytical skills; technical report writing skills; communication skills; administrative and organisational skills; good level of computer literacy; fluency in English.
- Interpersonal skills – articulate, tactful and diplomatic.
- Strong facilitator, connector, communicator and leader;
- Research and analytical skills.
- Written communication skills.
- Organizational and time management skills to meet tight deadlines.
- Budgeting and financial skills.
- Fluent English essential;
- IT skills – Word, Excel and PowerPoint.
- Flexible/team player

6. PERSONAL COMPETENCE

- A commitment to human rights issues and meaningful participation of young people;
- Open minded to ideas and people;
- Energetic about putting youth at the centre of this programme and working with young people as equal partners;
- Willing and able to travel within and outside the country;
- Able to work under pressure and to meet deadlines;
- Able to work on own initiative; flexibility and ability to work in team and a good sense of humour.
- Supports the values and principles as described in the Essential Packages. (copy available on request)

We highly encourage candidates under the age of 25 to apply for this position.

How to apply:
Interested candidates are requested to visit the web link http://www.rutgerswpfpak.org/jobs.html for further details and download the Job application form to be sent through email at jobs@rutgers.pk by clearly mentioning the job title in the subject line. Only shortlisted candidates will be invited for test/interview. No TA/DA will be admissible. Job applications will only be entertained on Rutgers Job application form. We are equal opportunity employer and encourage women and marginalized communities to apply.

Last date for submission of application is September 11, 2016