

**AFRICAN DEVELOPMENT BANK  
VACANCY ANNOUNCEMENT N° ADB12/244**

<b>Position Title:</b> <b>Senior Gender Specialist</b>	<b>Grade:</b> <b>PL-5</b>	<b>Closing Date:</b> <b>26<sup>th</sup> January 2013</b>
<b>Department/Division:</b> <b>Quality Assurance and Results Department -ORQR</b> <b>Gender and Social Development Monitoring Division -ORQR4</b>	<b>Supervisor's Name &amp; Title:</b> <b>Yoman Ginette-Ursule, Division Manager, ORQR4.</b>	
<p><b><u>Objective</u></b></p> <p>The Office of the First Vice-president and Chief operating Officer (FVP/COO) is charged with improving the coherence and coordination across the Bank's complexes, ensuring strategic priorities are reflected in resources allocation, enhancing monitoring and management of performance, and strengthening the focus on results. Within the FVP/COO's office, the objective of the Quality Assurance and results Department (ORQR) is to improve the quality and the development impact of the Bank's operations. The Gender and Social Development Monitoring Division (ORQR4) is specifically tasked with supporting Operations Departments with gender tools, policies, strategies and knowledge and promoting an enhanced partnership with civil society actors.</p> <p><b><u>Duties and Responsibilities:</u></b></p> <p>Under the supervision of the Division Manager Gender and Social Development, the incumbent will perform the following :</p> <ul style="list-style-type: none"> <li>• Promote the mainstreaming of gender issues at all stages of the project cycle, from planning through evaluation;</li> <li>• Collaborate with other staff in the Department to ensure the incorporation of gender issues in its work;</li> <li>• Participate in Working Groups to ensure that projects documents prepared by the Department adequately address gender issues;</li> <li>• Participate in operational missions and the drafting of project documents in order to promote the implementation of the Bank's gender policy, ensure that women are consulted and enhance the level of gender analysis of program/project;</li> <li>• Support the inclusion of gender in all program/project activities especially gender balance in project staff teams, training, and beneficiaries;</li> <li>• Assess the potential gender impact of proposed projects; conduct or draft Terms of Reference for gender assessments and analysis and propose mitigating measures as required;</li> <li>• Work with Task Managers to develop innovative approaches to women in development (WID) stand-alone projects and projects with gender components;</li> <li>• Assist in developing indicators to monitor the gender impact of Bank supported projects;</li> <li>• Review on-going projects with regard to gender impact and propose remedial measures as appropriate;</li> <li>• Collect and make available to Country Departments (CD) staff gender-disaggregated data and other gender-related information on each of these countries (for example in the form of country-level "Gender Profiles");</li> <li>• Liaise with key gender-related NGOs, multilateral organizations and national institutions in countries served by the CD for purposes of information-sharing, networking and operational collaboration;</li> <li>• Initiate specific studies related to gender and development for the purpose of project formulation, supervision and post evaluation;</li> <li>• Ensure that Project Completion Reports specifically identify gender gaps and reflect gender related project success and learning experience;</li> <li>• Prepare and submit yearly reports on progress made in mainstreaming gender issues into the Bank's operations;</li> <li>• Coordinate with other organizational units in the Bank on issues related to gender policy, capacity building and interagency collaboration;</li> </ul>		

- Contribute to research and studies relevant to gender policy development and implementation and/or contribute to gender sensitization and skill building activities.

**Selection Criteria:**(including desirable skills, knowledge and experience):

- At least a Master’s degree in Gender studies, economics, rural development, social development, social studies or related areas;
- Preferably a minimum of 5 years of professional experience in Gender analysis, research and advocacy skills, conducting gender impact assessments and/or designing/implementing gender and development projects;
- Demonstrable understanding of regional social issues, analysis and policy formulation; knowledge of the practices of major bilateral and multilateral partner development agencies in African countries is an advantage;
- Ability to work independently and be creative and innovative; Integrity and ability to work in teams;
- Good listener with demonstrated ability to present and win support for ideas as well as make effective and timely decisions;
- Good mastery of standard computer applications (Microsoft office package) with knowledge of COSTAB and SAP as a plus;
- Excellent written and verbal communication skills in English and/or French, with a working knowledge of the other language.

**Approved by:**

Clement OPARE, Ag Director, CHRM

**Date:**

Only applicants who fully meet the Bank's requirements and are being considered for interview will be contacted The President, AfDB, reserves the right to appoint a candidate at a lower level. The African Development Bank is an equal opportunities employer and female candidates are strongly encouraged to apply.