**JOB PROFILE**

**Title:** Deputy Executive Director, Programme Branch

**Grade:** ASG

**Post No.:** 343652

**Division/Unit:** Programme Branch

**Location:** Geneva, Switzerland

**Mandate**

The Joint United Nations Programme on HIV/AIDS (UNAIDS) is an innovative partnership that leads and inspires the world to achieve its shared vision of zero new HIV infections, zero discrimination and zero AIDS-related deaths. UNAIDS unites the efforts of 11 UN organizations—UNHCR, UNICEF, WFP, UNDP, UNFPA, UNODC, UN Women, ILO, UNESCO, WHO and the World Bank and a Secretariat - and works closely with global, regional and national partners towards ending the AIDS epidemic by 2030 as part of the Sustainable Development Goals.

The Programme Branch provides leadership and coordinates support for an expanded and integrated UN system response to AIDS at country, regional and global levels to deliver on the Global AIDS Strategy 2021-2026: End Inequalities, End AIDS. It promotes science-based people-centred policies, programs, and investments to drive the production and use of strategic information on the HIV epidemic, the reduction of health disparities and the scale-up of effective HIV services and systems for all. It focuses on strengthening strategic partnerships with the Global Fund and PEPFAR at all levels of the response and the provision of support to the countries and regions in the areas of programme development, implementation and monitoring.

**1. Key responsibilities**

The Deputy Executive Director – Programme Branch (DXD Programme) supports the Executive Director of UNAIDS in the overall management of the Joint Programme and leads or is involved, directly or indirectly, with all aspects and levels of its work. The DXD Programme, within his/her delegated authority, may assume responsibility for running the UNAIDS Secretariat in the absence of the Executive Director.

Under the overall guidance and in collaboration with the Executive Director, the DXD Programme is responsible for:

**Vision & Strategy**

1. Provide authoritative specialized advice and support to Governments, Joint Teams, and UNAIDS Cosponsors in all aspects of HIV services, science, strategic information, strategic partnerships and programme support.
2. Provide a vision to promote strategic engagement with partners and implement Joint Programme contributions to the Global AIDS Strategy, including through new and practical inequalities framing, and alignment to the SDGs.

3. Lead on effective approaches to ending the AIDS epidemic as a public health threat including through partnerships with bi-lateral and multi-lateral aid organizations, Non-Governmental Organizations, corporations, community and faith -based organizations, and people living with HIV.

Leadership

1. Lead the UNAIDS Secretariat Programme Branch, including the Science, Systems and Services for All and Data for Impact practice areas, the Programme Planning and Field Support, the Partnerships for Programme Implementation support teams, and UNAIDS Regional and Country Offices to ensure equitable access to quality services to end AIDS as a public health threat by 2030.

2. Ensure strategic delivery of the Programme Branch’s vision by motivating and engaging staff members, planning and managing resources effectively, embracing innovative approaches, strengthening relationships between teams, and fostering a respectful working environment.

3. Champion UNAIDS Cultural Transformation, including but not limited to inclusion and diversity; anti-racism; and zero tolerance for abusive conduct such as harassment, sexual harassment, discrimination, and abuse of authority.

4. Lead the UNAIDS Secretariat Programme Branch contributions to the Joint Programme and Programme Coordinating Board (PCB) processes and outcomes.

5. Lead the Programme Branch’s engagement in UN system wide reform initiatives.

6. Ensure synergy of PRG Branch with the Departments of Management and External Relations, with a particular attention to the complementary role of PRG with PAK Branch to achieve UNAIDS goals

7. In conjunction with the Policy, Advocacy and Knowledge branch, lead the development and prioritization of UNAIDS’ strategic policy and advocacy agenda to inform and influence data for impact, science, systems and services for all for an effective global HIV response.

Driving Results and Innovation

1. Support global, regional, and country teams to enhance strategic decision making and impact in programming, including strengthening systems, processes, and oversight structures.

2. Ensure the development, and dissemination of high quality and timely policies and technical information, guidelines, research, and best practices related to Science, Systems and Services for All, and Data for Impact.

3. Ensure proactive stewardship and efficient utilization of available human and financial resources, by promoting and strengthening financial monitoring and reporting, championing new business processes to lower operating costs, and
strengthening the skills, competences and diversity of the workforce to deliver on the UNAIDS mandate.

4. Promote a culture of evaluation and learning, by liaising with the Independent Evaluation Team to identify programmatic areas for evaluations of the UNAIDS Secretariat and to ensure strategic engagement in the evaluations of Cosponsoring Organizations, and coordinate the reflection, learning and implementation of the evaluation findings to improve programmatic outcomes across the UN Joint Programme.

Collaboration

1. Coordinate and advise UNAIDS Cosponsors and other UN agencies and programmes to facilitate the provision of technical and programmatic support to governments, civil society and communities to deliver an expanded response to HIV.

2. Play a strategic role in positioning AIDS in the global health and development agenda, including representing the Organization in the highest levels of policy dialogue with regard to programme and scientific matters, such as the UN General Assembly, international and regional conferences.

3. Collaborate with the PAK Branch to ensure that cross-cutting and complementary areas of work between the two branches are addressed by both branches and joint work where relevant is promoted with the Programme Branch.

2. Post requirements: knowledge and experience

EDUCATION

Essential: Advanced university degree in public health, social or physical sciences, development studies, international relations and/or social planning.

EXPERIENCE

Essential: A minimum of 18 years' experience in increasingly challenging leadership and advisory functions at a senior management level in development cooperation programmes at international levels, and with demonstrated achievements in developing countries. Extensive experience in HIV-related programming. Demonstrated experience in relevant areas of UNAIDS work such as Strategic information, HIV Programming, Policy Development, and Monitoring and Evaluation. Knowledge of the United Nations System and experience of working with governments in a multilateral system. Demonstrated experience in high-level political influencing. Demonstrated experience leading large multicultural teams in multilateral organizations. Extensive experience in leading and participating in communities of practice.

LANGUAGES
**Essential:** Excellent knowledge of English

**Desirable:** Knowledge of French and another UN official language

**FUNCTIONAL/TECHNICAL KNOWLEDGE/SKILLS:** Ability to catalyze, convene, and coordinate a wide diversity of stakeholders around the key UNAIDS’ priorities and to deliver the best results towards ending the AIDS epidemic as a public health threat by 2030. Strategic network across major actors and stakeholders in the fight to HIV/AIDS.

### 3. UNAIDS Values

1. Commitment to the AIDS response
2. Integrity
3. Respect for diversity

### 4. Core competencies

1. Working in teams
2. Communicating with impact
3. Applying expertise
4. Delivering results
5. Driving change and innovation
6. Being accountable

### 5. Managerial competencies

1. Vision and strategic thinking
2. Leading teams
3. Managing performance and resources
4. Developing and empowering others
5. Exercising sound judgement
6. Building relationships and Networks