

## TERMS OF REFERENCE UNFPA Statistician

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| <b>Type of Contract</b> | <b>: Service Contract</b>                                      |
| <b>Level</b>            | <b>: SB4/SC8</b>   |
| <b>Duty Station</b>     | <b>: Ankara, Turkey</b>  |
| <b>Duration</b>         | <b>: Up to 31 December 2022, with possibility of extension</b> |

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### Background:

UNFPA has been implementing its 7th Country Programme in Turkey covering 2021- 2025. UNFPA Turkey Country Office, has been working on promoting mother and child health, improving reproductive health and rights, empowering young people fulfill their potential, promoting gender equality, combating against gender-based violence (GBV) and enhancing collection, use, and dissemination of development data in collaboration with state institutions, non-governmental organizations, private sector and universities.

Delivery of accessible and rights-based reproductive health and youth-friendly services particularly targeting vulnerable groups, prevention of child, early and forced marriage, promotion of gender equality, prevention of gender-based violence, in-depth analysis of population dynamics are the main aims of 7th Country Programme. UNFPA works with governments, universities, CSOs and the private sector to support data collection, service delivery, capacity enhancement-trainings, and policy/legislation design on gender, development and humanitarian areas.

### Major Activities/Expected Results:

To achieve the results of the 7<sup>th</sup> Country Programme, the services of a **Statistician** is needed to support Population Dynamics portfolio as well as data collection, analysis and monitoring of the programmes in place. The Statistician will provide the following services focusing on achievement of the following tasks:

- Contributes to organization, design, plan and conduction of the **collection, evaluation, analysis, compilation and dissemination of statistical data** on SRH, GBV and PD in collaboration with the programme team;
- Contributes to the **development, maintenance and enhancement of databases** by performing ongoing reviews of its content in terms of data, metadata, functionality and agency and country coverage and suggest and implement improvements;
- Supports the process for **monitoring of the UNFPA relevant SDG indicator frameworks and strategic coordination on data for the 2030 agenda**, attending inter-agency and governmental expert groups working on SDGs and related data analysis;
- Communicates with **Turkstat and the statistics departments of the government** authorities. Collaborates with the **statistics and research departments of the universities**.
- Follows, analyzes and synthesizes **official and academic studies and research, statistical publications on SRH, GBV and PD**. Presents to the country team.
- **Designs and reviews studies, surveys, qualitative and quantitative questionnaires, needs assessments, research methodologies** in collaboration with the programme team on SRH, GBV and PD
- **Prepares draft technical documents** for internal, national, regional and global meetings and assists in drafting relevant technical reports.

- Organizes and participates in **seminars, working groups and expert meetings as a technical resource person, facilitates focus groups.**
- **Facilitates the preparation of inter-agency needs assessments** and monitoring missions.
- **Supports resource mobilization appeals and advocacy materials by compiling and synthesizing relevant background materials.**
- Performs other duties as assigned.

#### **Work Relations:**

Under the direct supervision of the Assistant Representative, the Statistician will work closely with the Information Management and Programme Team.

#### **Minimum Qualifications and Experience:**

- Education** : Master’s degree in statistics, mathematics, economics or related field
- Experience** : 8 years of relevant professional experience in working on statistics, research methods and techniques or a related field.
- Language** : Fluency in written and spoken English
- Computer Skills:** Microsoft Office, Windows-based applications, integrated web based management systems, spreadsheets and databases, statistical software programs (such as SPSS, STATA, CPro, etc.), cleaning and reporting / visualization systems such as Activity-Info, Zoho Creator (or similar Low Code platform), Power BI, Tableau, GitLab, etc.
- Nationality** : Turkish

#### **Skills and Competencies:**

- Experience in working in public health, gender or humanitarian issues is an asset.
- Experience in working with national and local authorities and NGOs is an asset.
- Experience in working with international organizations is an asset.
- Experience in using on-line data collection and reporting tools (such as Activity-Info, Zoho, etc) is an asset.

#### **Core Competencies:**

- Values
- Achieving Results
- Being Accountable
- Developing & Applying Professional Expertise
- Thinking Analytically & Strategically
- Working in Teams/Managing ourselves and relationships
- Communicating for Impact

#### **Functional competencies:**

- Delivering results based programmes
- Managing data
- Managing documents, correspondence and reports
- Managing information and workflow
- Planning, organizing and multitasking
- Providing a technical support system
- Facilitating programmatic quality results