



UNITED NATIONS CHILDREN'S FUND GENERIC JOB PROFILE (GJP)

I. Post Information

Job Title: **Chief, Health**
Supervisor Title/ Level: **Representative (D2/D1) or Deputy Representative (P5)**
Organizational Unit: **Programme**
Post Location: **Country Office**

Job Level: **P5**
Job Profile No.:
CCOG Code: **1103n**
Functional Code: **HEA**
Job Classification Level: **P5**

II. Organizational Context and Purpose for the job

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the organization does — in programmes, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children's rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favoritism. To the degree that any child has an unequal chance in life — in its social, political, economic, civic and cultural dimensions — her or his rights are violated. There is growing evidence that investing in the health, education and protection of a society's most disadvantaged citizens — addressing inequity — not only will give all children the opportunity to fulfill their potential but also will lead to sustained growth and stability of countries. This is why the focus on equity is so vital. It accelerates progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nations.

Job organizational context: The Chief, Health GJP is to be used in a **large** Country Office (CO) where the Representative is at the D2/D1 level and the Health Programme is a component of the Country Programme (or UNDAF).

Purpose for the job: The Chief, Health reports to the **Deputy Representative** for general guidance and direction. The Chief is responsible for managing and leading all stages of health programmes/projects (**e.g gender, maternal, neonatal, child survival, emergency preparedness**) from strategic planning and formulation to delivery of results. S/he leads and manages the health team including establishing plans of action to achieve concrete and sustainable results according to plans, allocation, results based-management approaches and methodology (RBM), as well as UNICEF's Strategic Plans, standards of performance, and accountability framework, and does so in consultation with the Regional Health Adviser.

III. Key function, accountabilities and related duties/tasks

Summary of key functions/accountabilities:

1. **Managerial leadership**
2. **Programme development and planning**
3. **Programme management, monitoring and quality control of results**
4. **Advisory services and technical support**
5. **Advocacy, networking and partnership building**
6. **Innovation, knowledge management and capacity building**

1. **Managerial leadership**

- Establish the section's annual work plan with the health team, and set priorities and targets. Monitor work progress and ensure results are achieved according to schedule and performance standards.
- Establish clear individual performance objectives, goals and timelines; and provide timely guidance to enable the team to perform their duties responsibly and efficiently. Plan and ensure timely performance management and assessment of the team.
- Supervise team members by providing them with clear objectives, goals, direction, and guidance to enable them to perform their duties responsibly, effectively and efficiently.
- **Act as role model for collaboration with other programme sections to ensure coherent programme design when needed.**

2. **Programme development and planning**

- Lead the preparation, design and updating of the situation analysis to establish a comprehensive and updated strategic plan for development, design and management of health related programmes. Keep abreast of national, regional and global development trends and priorities to determine the strategies, approaches and priorities for programming to address the country's health needs.
- Lead, coordinate and supervise the development of health programmes (as a component of the CO and/or UNDAF programmes) and establish plans of action, programme goals and results using results-based planning methodology and terminology (RBM).
- Oversee the timely preparation of the health programme recommendation and related documentation for inclusion in the Country Office Programme recommendation ensuring alignment with UNICEF's Strategic Plans, regional strategies and national priorities, plans and competencies.
- Consult and collaborate with colleagues and partners to provide technical guidance and operational support on programme planning, management and implementation, and to ensure synergy, integration, coherence, and harmonization of programme/project initiatives with UNICEF Strategic Plans and priorities.

3. **Programme management, monitoring and quality control of results**

- Coordinate, plan and/or collaborate with monitoring and evaluation initiatives to establish benchmarks, performance indicators and other UNICEF/UN system indicators, to assess and strengthen performance accountability, coherence, and delivery of concrete and sustainable results in health programmes.
- Participate in major monitoring and evaluation exercises, programme reviews and annual sector reviews with government and other counterparts to assess progress and to determine required action/interventions to achieve results.

- Assess monitoring and evaluation reports to identify gaps, strengths and/or weaknesses in programme management; identify lessons learned and use knowledge gained for development planning and timely intervention to achieve goals.
- Monitor programmes/projects to assess progress, identify bottlenecks and potential problems and take timely decisions to resolve issues and/or refer to relevant officials for timely resolution.
- Plan, approve, monitor, and control the use of programme resources (financial, human, administrative and other assets) certifying/verifying compliance with organizational rules, regulations and procedures, donor commitments and standards of accountability and integrity. Ensure timely reporting and liquidation of resources.
- Submit programme/project reports to donors and other partners to keep them informed on programme progress and critical issues.

4. Advisory services and technical support

- Advise key government officials, NGO partners, UN system partners and other country office partners on policies, strategies and best practices and approaches on health and related issues to support programme development planning, management, implementation, and delivery of results.
- Participate in strategic discussions to influence policy discussions and agenda setting to promote health and development issues especially in the areas of gender, emergency preparedness, maternal, neonatal and child survival and development.

5. Advocacy, networking and partnership building

- Build and strengthen strategic partnerships with health sector government counterparts, national stakeholders and global partners, allies, donors, and academia through active networking, advocacy and effective communication of UNICEF's mission, goals, programmes, and resource mobilizations needs.
- Ensure good collaboration with the nutrition section to facilitate alignment of UNICEF advocacy issues and to support coherent programme delivery of the Health and Nutrition Sector Plan in Bangladesh.
- Develop communication strategies as well as implementation plans and activities for maximum communication impact and outreach to promote awareness, establish partnership/alliances and support fund raising for UNICEF and Country Office health programmes (maternal, neonatal and child survival).
- Participate and/or represent UNICEF in inter-agency (UNCT) discussions and planning on health-related issues to ensure organizational position, interests and priorities are fully considered and integrated in the UNDAF process in development planning and agenda setting. Collaborate with inter-agency partners and colleagues in UNDAF planning and preparation of health programmes/projects.

6. Innovation, knowledge management and capacity building

- Promote critical thinking, innovative approaches and good practices for sustainable health programmes/projects initiatives.
- Keep abreast, research, benchmark, and implement best and cutting edge practices in the health management and information systems. Institutionalize and share best practices and knowledge learned.
- Lead and/or develop policies and procedures and introduce innovation and best practices to ensure optimum efficiency and efficacy of sustainable programmes and projects.
- Lead, plan and implement capacity building initiatives to enhance the competencies of stakeholders to promote sustainable results on health related programmes/projects.

IV. Impact of Results

The strategic and effective planning and formulation of health programmes/projects and the achievement of sustainable results, directly impact the improvement of the health of the most marginalized and vulnerable women and children in the country, and this in turn contributes to maintaining/enhancing the credibility and ability of UNICEF to continue to provide programme services to protect the rights of children and promote greater social equality to enable children to survive, develop and reach their full potential in society.

V. UNICEF values and competency Required (based on the updated Framework)

i) Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability

ii) Core Competencies (For Staff with Supervisory Responsibilities) *

- Nurtures, Leads and Manages People (2)
- Demonstrates Self Awareness and Ethical Awareness (2)
- Works Collaboratively with others (2)
- Builds and Maintains Partnerships (2)
- Innovates and Embraces Change (2)
- Thinks and Acts Strategically (2)
- Drive to achieve impactful results (2)
- Manages ambiguity and complexity (2)

or

Core Competencies (For Staff without Supervisory Responsibilities) *

- Demonstrates Self Awareness and Ethical Awareness (1)
- Works Collaboratively with others (1)
- Builds and Maintains Partnerships (1)
- Innovates and Embraces Change (1)
- Thinks and Acts Strategically (1)
- Drive to achieve impactful results (1)
- Manages ambiguity and complexity (1)

*The 7 core competencies are applicable to all employees. However, the competency Nurtures, Leads and Managers people is only applicable to staff who supervise others.

VI. Recruitment Qualifications

Education:

A medical or advanced university degree in one of the following fields is required: public health, pediatric health, family health, health research, global/international health, health policy and/or management, environmental health sciences, biostatistics,

	socio-medical, health education, epidemiology or another relevant technical field.
Experience:	<p>A minimum of ten years of professional experience in one or more of the following areas, at the international level, is required: public health planning and management, maternal and neonatal health care, or health emergency/humanitarian preparedness.</p> <p>Experience working in a developing country is considered as an asset.</p> <p>Relevant experience in a UN system agency or organization is considered as an asset.</p>
Language Requirements:	Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.

Child Safeguarding Certification

(to be completed by Supervisor of the post)

Child Safeguarding refers to proactive measures taken to limit direct and indirect collateral risks of harm to children, arising from UNICEF's work or UNICEF personnel. Effective 01 January 2021, Child Safeguarding Certification is required for all recruitments.

<p>1. Is this position considered as "elevated risk role" from a child safeguarding perspective?* If yes, check all that apply below.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>2a. Is this a Direct* contact role?</p> <p>2b. If yes, in a typical month, will the post incumbent spend <u>more than 5 hours</u> of direct interpersonal contact with children, or work in their immediate physical proximity, with limited supervision by a more senior member of personnel.</p> <p><i>*"Direct" contact that is either face-to-face, or by remote communicate, but it does not include communication that is moderated and relayed by another person.</i></p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <hr/> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>3a. Is this a Child data role? *:</p> <p>3b. If yes, in a typical month, will the incumbent spend <u>more than 5 hours</u> manipulating or transmitting personal-identifiable information of children (names, national ID, location data, photos)</p> <p><i>* "Personally-identifiable information", in this context, means any information relating to a child who can be identified, directly or indirectly, by an identifier like a name, ID number, location data, photograph, etc. This is a "child data role".</i></p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <hr/> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>4. Is this a Safeguarding response role*</p> <p><i>*Representative; Deputy representative; Chief of Field Office; the most senior Child Protection role in the office; any focal point that the office designated for Child Safeguarding; Investigator (Office of Internal Audit and Investigations)</i></p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>5. Is this an Assessed risk role*?</p> <p><i>*The incumbent will engage with particularly vulnerable children¹; or Measures to manage other safeguarding risks are considered unlikely to be effective².</i></p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>

¹ Common sources or signals of additional vulnerability may include but are not limited to: age of the child (very young children); disability of the child; criminal victimization of the child; children who committed offences; harmful conduct by the children to themselves or others; lack of adequate parental care of the children; exposure of the children to domestic violence; a humanitarian context; a migrant (refugee/asylum-seeking/IDP) context. No 'baseline' vulnerability will be set. Hiring Managers will need to use judgment, taking into consideration the implications that follow from an assessed risk role (additional vetting scrutiny, training).

² i.e. the role-risk will be compounded by other residual risks.

