



UNITED NATIONS CHILDREN'S FUND
(GENERIC) JOB PROFILE

I. Post Information

Job Title: **Social & Behavior Change Officer**
Supervisor Title/ Level: **Chief S&BC/S&BC Specialist/Officer Level 2/3/4**
Organizational Unit: **Programme Section**
Post Location: **Country Office**

Job Level: **Level 1**
Job Profile No.:
CCOG Code: **1L05**
Functional Code: **CFD**
Job Classification Level: **Level 1**

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 Social & Behavior Change Officer GJP is to be used in a UNICEF Country Office.

Note: *Level 1 is an entry professional level and should therefore be used for training purposes under close guidance by a high level expert on S&BC for the purpose of acquiring organizational knowledge of rules, regulations and processes to supplement academic and theoretical knowledge of the profession for upward mobility to higher responsibilities. Incumbents at this level are not expected to remain for an extended period of time in the post.*

Purpose for the job: The Social & Behavior Change Officer reports to the **S&BC Specialist/Chief S&BC/S&BC Officer** for close supervision and guidance. The Officer provides technical and operational support to the supervisor and internal colleagues by administering, executing and implementing a variety of tasks to promote community engagement and participation, and measureable behavioral and social change/mobilization, requiring the application of technical and theoretical skills and the study of organizational goals, rules, regulations, policies and procedures.

III. Key function, accountabilities and related duties/tasks

Summary of key functions/accountabilities:

1. **Support to strategy design and development of S&BC activities**
2. **Support to implementation of S&BC activities**
3. **Advocacy, networking and partnership building**
4. **Innovation, knowledge management and capacity building**

1. **Support to strategy design and development of S&BC activities**

- Research and/or participate in conducting comprehensive S&BC situation analysis of social, cultural, economic, communication and political issues in the country/region. Collect and synthesize qualitative and quantitative information and data to support the establishment of comprehensive and evidence-based information for developing and planning the S&BC component of the Country Programmes of Cooperation (and UNDAF).
- Collect, draft and/or organize materials and related documentations for S&BC strategies and plans (as a component of the CO and/or UNDAF Programmes) to ensure optimum impact, scale and sustainability of achievements/results.
- Assess and/or recommend appropriate information and materials for S&BC initiatives verifying accuracy and quality for dissemination.
- Assess the impact of S&BC activities on the CO and UNICEF goals to achieve measureable behavioral and social change resulting in the improvement of children's rights and wellbeing. Submit qualitative report/synthesis of results for development planning and improvement.

2. **Support to the implementation of S&BC activities**

- Collaborate with internal and external partners to provide operational and technical support to the design of S&BC strategies, and research, develop, test, produce and use quality S&BC materials and/or organize events and activities to ensure maximum outreach and impact on behavioral and social change of target audience.
- Provide technical, administrative and logistical support and background materials to carry out S&BC activities and recommend operational strategies, approaches, plans, methods and procedures.
- Assess and recommend potential contacts, networks, resources and tools to support the maximum impact and outreach of S&BC initiatives.
- Follow up on the production of S&BC materials to ensure technical quality, consistency and relevancy of communications materials that are developed, produced and disseminated to target audience (e.g. individuals, communities, government officials, partners, media etc).
- Collect, assess and organize information for budget planning and management of programme funds and prepare documentations and related materials for financial plan for S&BC initiatives. Monitor/track the use of resources as planned and verify compliance with organizational guidelines, rules and regulations and standards of ethics and transparency.

3. **Advocacy, networking and partnership building**

- Build and maintain partnerships through networking and proactive collaboration with national and international civil society organizations, community groups, leaders and other critical partners in the community and civil society to reinforce cooperation through engagement, empowerment and self determination and to pursue opportunities for greater advocacy to promote UNICEF's mission and goals for child rights, social equity and inclusiveness.
- Collaborate with internal global/regional communication partners to harmonize, link and/or coordinate messaging to enhance S&BC outreach and contribution to programmatic outcomes.

4. Innovation, knowledge management and capacity building

- Institutionalize/share best practices and knowledge learned/products with global/local partners and stakeholders to build capacity of practitioners/users, and disseminate lessons learned to key audiences including donors and partners.
- Support the organization, administration and implementation of capacity building initiatives to enhance the competencies of clients/stakeholders/partners across programme sectors in S&BC planning, implementation and evaluation in support of programmes/projects. Develop training materials for training activities, and revise them periodically for improvements and updates.

IV. Impact of Results

The efficient and effective technical, administrative and operational support provided to the development and implementation of S&BC advocacy initiatives and products directly impact on the ability of UNICEF to promote social, political and economic action and changes in behaviors, social attitudes, beliefs and actions by communities, individuals and societies on children's rights, survival and wellbeing. This in turn contributes to enhancing the ability of UNICEF to fulfill its mission to achieve sustainable and concrete results in improving the survival, development and wellbeing of children in the country.

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 (1)
- 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 university degree in one of the following fields is required: social and behavioral science, sociology, anthropology, psychology, education, communication, public relations or another relevant technical field.
Experience:	A minimum of one year of professional experience in one or more of the following areas is required: social development programme planning, communication for development, public advocacy or another related area. Relevant experience in a UN system agency or organization is

	considered as an asset.
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.