

Job Description Type:	Specific Job Description	Region:	ESAR
Category:	NO (National Officers)	Country:	Malawi
Reason for Classification:	Establishment of a new post	Duty Station:	Lilongwe
Level:	NOB	Office:	Malawi
Title:	Social Policy Officer	Section:	Social Policy
Title Information in Parenthesis:	Social Protection	Unit:	Social Policy
CCOG Code:	1L06	Case Number:	MLW/2019/005
UNICEF Code:	SOC	Post Number:	
Classified by:	Ravail Naveed	Classified Date:	3/13/2018

Organizational Context:	<p>UNICEF Malawi Country Programme (2019-2013) is aligned with the Government of Malawi’s Growth and Development Strategy (MDGS 111) and the United Nations Development Assistance Framework (UNDAF). The programme supports the Government of Malawi to meet its commitment to respect, protect and fulfil children’s rights in line with international conventions and standards. The country programme is guided by the principles of children’s rights, equity, gender equality, inclusion and resilience, and supports evidence-based, integrative and innovative programming. The vision is that ‘all girls and boys in Malawi, especially the most disadvantaged and deprived, realize their rights’. The programme focuses on: early childhood (parenting, high-impact social services, early stimulation and learning), middle childhood and adolescence (learning, multi-sectoral services, active citizenship), communities (decentralized services and systems, community ownership, social norms), programme effectiveness (monitoring, evaluation, HACT, Innovation, Social Protection and Social Policy and External Communication). The programme is based on ‘leaving no child behind’, realizing ‘rights for all children in Malawi’.</p>
Purpose of the Job:	<p>Under the general guidance of the Social Protection Specialist, the Social Policy Officer is accountable for providing technical support and assistance in all stages of social policy programming and related advocacy from strategic planning and formulation to delivery of concrete and sustainable results. This includes programmes aimed at improving social protection coverage and impact on children, and encompasses both direct programme work with government and civil society partners as well as linkages and support to teams working on education, health, child protection, water and sanitation, and HIV.</p> <p>Currently, the Malawi country office is operating under a matrix-management model, where individuals will have more than one reporting line. While this particular position is not currently “matrixed”, it is possible that this may change depending on programme needs.</p>
Key functions, accountabilities and related duties/tasks:	<p>Summary of key functions/accountabilities:</p> <ol style="list-style-type: none"> <li>1. Improving social protection coverage <ul style="list-style-type: none"> <li>• Supports the development of social protection policies, legislation and programmes with attention to increasing coverage of and impact on children, as well as special attention to the most marginalized. Identifies, generates and presents evidence to support this goal in collaboration with partners.</li> </ul> </li> <li>2. Strengthening social protection systems <ul style="list-style-type: none"> <li>• Supports strengthening of integrated social protection systems, providing technical support to partners to improve the design of cash transfers and child grants and improve linkages with other social protection interventions such as health insurance, public works and social care services as well as complementary services and intervention related to nutrition, health, education, water and sanitation, child protection and HIV.</li> </ul> </li> <li>3. Monitoring and research to improve impact on children <ul style="list-style-type: none"> <li>• Supports improved monitoring and research around social protection impact on child outcomes, and uses data and research findings for strengthening programme results.</li> </ul> </li> <li>4. UNICEF Programme Management <ul style="list-style-type: none"> <li>• Helps manage and coordinate technical support around child poverty, social protection, public finance and governance ensuring it is well planned, monitored, and implemented in a timely fashion so as to adequately support scale-up and delivery. Ensures risk analysis and risk mitigation are embedded into overall management of the support, in close consultation with UNICEF programme sections, Cooperating Partners, and governments.</li> <li>• Supports and contributes to effective and efficient planning, management, coordination, monitoring and evaluation of the country programme. Ensures that support enhances policy dialogue, planning, supervision, technical advice, management, training, research and support; and that the monitoring and evaluation component strengthens monitoring and evaluation of the social sectors and provides support to sectoral and decentralized information systems.</li> </ul> </li> </ol>
Impact of Results:	<p>The efficient and effective technical support provided to the development and implementation of strategic advocacy and planning &amp; formulation of social policy programmes/projects and the achievement of sustainable results, contributes to achievement of goals and objectives to create a protective environment for children and thus ensure their survival, development and well-being in society. Achievements in social policy programmes and projects in turn contribute to maintaining/enhancing the credibility and ability of UNICEF to provide programme services for mothers and children that promotes greater social equality in the country.</p>

<p>Competencies and level of proficiency required:</p>	<p>Core Values</p> <ul style="list-style-type: none"> <li>Commitment</li> <li>Diversity and inclusion</li> <li>Integrity</li> </ul> <p>Core competencies</p> <ul style="list-style-type: none"> <li>Communication (II)</li> <li>Working with people (I)</li> <li>Drive for results (I)</li> </ul> <p>Functional Competencies:</p> <ul style="list-style-type: none"> <li>Formulating strategies and concepts (I)</li> <li>Analyzing (II)</li> <li>Applying Technical Expertise (II)</li> <li>Learning &amp; Researching (II)</li> <li>Planning &amp; Organizing (II)</li> </ul>
<p>Recruitment Qualifications:</p>	<p>Education:</p> <p>A university degree in one of the following fields is required: Economics, Public Policy, Social Sciences, International Relations, Political Science, or another relevant technical field.</p> <p>Experience:</p> <p>A minimum of two years of relevant professional experience is required.</p> <p>Experience working in a developing country is considered as a strong asset.</p> <p>Background and/or familiarity with emergency is considered as a strong asset.</p> <p>Language Requirements:</p> <p>Fluency in English is required. Knowledge of another official UN language or local language of the duty station is considered as an asset.</p>
<p>Attachments:</p>	<p>Approval for Professional JDs.pdf Social Policy Org Chart.docx</p>

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