



JOB PROFILE

I. Post Information	
Job Title: Security Specialist – Polio # 95006 Supervisor Title/ Level: Programme Specialist, NOC # 133740 Organizational Unit: Chief Field Office / Security Office Post Location: Karachi	Job Level: NO-C Job Profile No.: 95006 CCOG Code: 1A03d Functional Code: SEC Job Classification: Level 3

II. Organizational Context and Purpose for the job
<p>Driven by UNICEF’s mission to ensure every child has an equitable chance to survive, this role is a critical enabler for the Polio Eradication Initiative within the complex urban landscape of Karachi. Reporting to the Programme Manager-Polio, with a technical line to senior security leadership in Sindh, the Security Specialist is responsible for advising leadership on their security duties in strict accordance with UN and UNICEF Security Management Systems. The Specialist directly contributes to the UNICEF mandate by providing the high-quality security risk analysis and mitigation strategies necessary to reach the most disadvantaged children in high-risk settlements...</p> <p>Operating from the Provincial Emergency Operations Centre (EOC), the incumbent manages and supports all polio-related security activities in Karachi on behalf of the Programme Specialist and senior security leadership. This involves implementing security measures in close coordination with the UN Department of Safety and Security (UNDSS) and NGO partners under the "Saving Lives Together" policy. As an active member of the Security Cell, the Specialist develops essential assessments, procedures, and Security Risk Management (SRM) processes. By bridging the gap between rigorous safety protocols and the operational urgency of the "Roadmap to Zero Polio," the Specialist ensures that security challenges never stand in the way of a child’s right to health</p> <p>Purpose Under the general supervision the Programme Specialist in the respective provincial office and in close coordination with the Security, Islamabad the position will be responsible for supporting the Polio eradication campaign in the province by providing quality analysis of the situation regarding where children are not reached by polio vaccinators due to real or</p>

perceived security issues as well as the security situation relevant to the Polio Programme. This post will also be working closely with provincial Polio team as well as the wider security team for the smooth enablement of the Programme. The post will require close coordination between the Government of Pakistan, EOCs and the WHO polio team leads and will predominantly be based within the Provincial EOC.

III. Key function, accountabilities and related duties/tasks

Summary of key functions/accountabilities:

1. Information collection and analysis
2. Information management and coordination
3. Communication
4. Security Networking and Partnership Building
5. Innovation, Knowledge Management and Capacity Building

Information Collection and Analysis:

1. Systematically collate programme data and pursue areas where not all children have been reached by vaccinators where it is due to real or perceived security and/or access issues. Confirm the specific reasons and conduct analysis on the root causes on a daily basis, particularly when polio campaigns are being conducted.
2. Under close coordination with the Security Specialist in Islamabad and Security Officer in Karachi, systematically report on, and provide the development and production of information products and metrics to inform decision making at the EOC pre-, intra and post campaign which inform on progress and trends on reaching children in security compromised areas
3. Under close coordination with the Security Specialist in Islamabad and Security Officer in Karachi, systematically report on, and provide the development and production of information products and metrics to inform decision making at the EOC pre-, intra and post campaign which inform on the extent of alignment of operational and security plans to deliver effective and efficient campaigns and how this is evolving as the campaign schedule progresses.
4. Under close coordination with the Security Specialist in Islamabad and Security Officer in Karachi, systematically develop EOC structures, systems, procedures and reporting at national and provincial levels to inform decision making by EOC coordinators towards better direction, oversight and support of ongoing vaccination operations including incident management.
5. Conduct post-polio campaign analysis, develop inaccessibility categories and

- engage with polio campaign planners to enhance polio eradication activities.
6. Conduct predictive analysis and draft ad-hoc analytical reports. Identify and track specific threats to polio staff and programme activities.
 7. Stay well-informed with political, security, and economic developments in the respective province where they impact upon the polio programme.
 8. Build and maintain relationships with WHO and UNICEF Security, UNDSS and other important security stakeholders in government including the political and health administration as well as local Law Enforcement Agencies and the military.
 9. Monitor security management and Polio - related research and publications.
 10. Travel to the field as needed. This may be in support of polio programme, gathering information about security incidents, or participating in UN-led security assessments—sometimes to remote and/or high-risk areas.
 11. Maintain an accurate database of all polio-related security incidents and conduct provincial trend analysis. Create predictive tools to advise decision makers on the likely threats relating to polio.
- Provide technical support to Government and partners, in support of the Provincial Emergency Operation Centres.

Information Management & Coordination:

1. Create and maintain a database, using field data, of polio access information and conduct an analysis of every area where children are not reached due to real and/or perceived security issues.
2. Develop an access approach to ensure accurate and timely analysis on the root causes for children not being reached by the polio programme in Pakistan. Liaise with key stakeholders and develop concept notes and/or strategy documents to enable greater access to children by polio vaccinators.
3. Liaise closely with local Law Enforcement Agencies and other Government departments with responsibility for the safety and security of polio workers to ensure that accurate and relevant security threat information is shared in a timely manner and that official versions of all polio related security incidents are considered when conducting post security incident analysis.
4. Act as the focal point for all polio related access co-ordination activity including training.
5. Create and manage a security incident database of polio programme and produce regular reports, document and analyze trends in security incidents pertaining to polio programme. This database will be an integral part of the EOC information

management database. It should be kept updated on a daily basis and all pre, intra and post campaign access and security data should be recorded there. Additionally, all reported polio-related security incidents should be recorded real-time on the EOC management database.

6. Conduct GIS analysis of access and security trends and develop subsequent mapping products.
7. Support the UNICEF Security in providing analytical content for regular security updates and advisories on threats pertaining to polio eradication programme. Assist WHO Security and UNDSS with their advisories as required.
8. Manage security database by using existing software developed by UNICEF Security team and update as and when incident happens and same to be used for ready reference for UNICEF Management and the wider polio partnership.
9. Assist and support UNICEF Security team in making security plans, travel modalities and threat/risk assessments for polio programme, especially for polio monitoring activities.
10. Develop and standardize "good practice" checklists for priority threats and share relevant security resources.

Communication:

1. Liaise with the Provincial polio team lead and the Islamabad Programme Security Specialist to ensure that reports of access issues and/or security incidents are shared in a timely and appropriate manner and using a standardized format.
2. Give security briefings to the polio team in the province in weekly team meetings as often as necessary and ensure information is disseminated to relevant stakeholders.
3. Help to ensure that all polio teams in the province is updated with the security situation and threats to the programme and with the required input from UNICEF Security, polio team is aware of the security protocols.
4. Represent in the government meetings on polio security.
5. Represent in the provincial UN security cell meetings.

Security networking and partnership building:

1. Support the Polio team leader to ensure effective collaboration between UNICEF, WHO and government, on security-related issues.
2. Develop and maintain productive relationships with key individuals in relevant government departments and Security officers of UN Agencies/Funds/Programs (AFPs), and other relevant individuals (private security companies, regional analysts, researchers, journalists, etc.) as appropriate.

Innovation, Knowledge Management and Capacity Building

1. Introduce technological innovations and approaches to security procedures and systems.
2. Identify, capture, synthesize and share lessons learned for knowledge development and to build the capacity of stakeholders.
3. Ensure training provided is gender and disability inclusive
4. Organize, plan and/or implement capacity building initiatives to enhance the competencies of clients/stakeholders on security related preparedness and operations.
5. Share best practices and knowledge learned
6. Perform other duties as may be assigned by the supervisor

IV. Impact of Results

The advice and effective decision making and planning required in complex security environments, which often involve highly stressful situations, will directly impact on the security of personnel, their eligible family members as well as organizational premises, assets and resources.

V. Competencies and level of proficiency required (based on UNICEF Professional Competency Profiles)

Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability
- Sustainability

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)

Functional Competencies

- Analyzing (3)
- Deciding and Initiating action (2)
- Applying technical expertise (2)

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

VI. Recruitment Qualifications

Education:	Advanced University degree with focus on Analysis management and/or financial mathematical related disciplines (risk management, business administration; political/social science; psychology; international relations). Recognized training in Security Management. Proven successful completion of a recognized military or police advanced staff college course might be accepted in lieu of a formal advanced degree if it is recognized to be at the same or higher standard
Experience:	5 years of progressively responsible experience in security analysis and information management, ideally within the UN security management system. Previous experience in a recognized police or military, alternatively in companies providing security-related services. Experience in high risk environments required. Proven track record of Analytical work, technical database

	management skills as well as power point and other presentation format software skills. Very strong reporting skills and proven skills in stakeholder and team management.
Language Requirements:	Fluency in English is required. Knowledge of a local language of the duty station is required. Knowledge of Pashtu is a particular asset