

Job Description Type:	Specific Job Description	Region:	MENA
Category:	IP (International Professionals)	Country:	Yemen
Reason for Classification:	Upgrade	Duty Station:	Sana'a
Level:	P-5	Office:	Yemen Country Office
Title:	Chief Field Operations	Section:	Field Operations
Title Information in Parenthesis:		Unit:	Representative Office
CCOG Code:	1A02	Case Number:	
UNICEF Code:	PMA	Post Number:	68685
Classified by:	Eran Schweiger	Classified Date:	12/21/2018
Organizational Context:	<p>With the humanitarian crisis well into its fourth year, Yemen's human development indicators have regressed by almost four decades in a matter of a few years. Latest figures show 22.2 million people in Yemen need humanitarian assistance, including 11.3 million children under 18 years and 10.9 million people require assistance to stabilize their situation and prevent them from slipping into acute need the humanitarian crisis is reversing Yemen's development and putting its systems, service delivery and structures required in long term jeopardy.</p> <p>In addition to humanitarian response, Yemen requires an on-going commitment to maintaining its systems and focusing on resilience to be able to rebuild in the post-conflict period. UNICEF is responding both humanitarian and system preservation needs through a drastic scaled-up response. Presently, in addition to the country office in Sanaa, there are five field offices and one new sub-office (under process) where UNICEF has its presence and providing services to the children across Yemen.</p> <p>Under the overall guidance of the Representative, this position will manage the UNICEF Yemen Field Operations and Emergency Section. It will ensure the integration of all aspects of regular and emergency programme activities in the programming process. The incumbent will supervise the Chief of field offices, coordinate the work of emergency response. Also, to ensure the effective work planning and programme implementation and monitoring of results in the respective field offices. It will also provide leadership for emergency preparedness and response, RRM and ensure emergency programme implementation.</p>		
Purpose of the Job:	<p>Under the supervision of the Representative the incumbent will coordinate the implementation of the operations and project/programme activities in the field, to ensure the survival, well-being of children and mothers and affected community in the country.</p>		
Key functions, accountabilities and related duties/tasks:	<p>Ensure full integration of the IASC's agreed priority cross-cutting issues, namely human rights, HIV/AIDS, age, gender and environment, utilization participatory and community-based approaches. In line with this, promote gender equality by ensuring that the needs, contributions and capacities of women and girls as well as men and boys are addressed.</p> <p>Support cluster participants in responding to needs and filling gaps.</p> <p>Ensure that UNICEF responses are in line with existing policy guidance, technical standards, and relevant Government human rights legal obligations, both a central and a local level.</p> <p>Identify core advocacy concerns, including resource requirements, and contribute key messages to broader advocacy initiatives of the UNICEF response to the current crisis and to other actors. Support efforts to strengthen the capacity of the national/local authorities and civil society.</p> <p>Promote and support the training of humanitarian personnel and capacity building of humanitarian partners, based on the mapping and understanding of available capacity;</p> <p>Supervision of the field coordination team and structures.</p> <p>Have responsibility for arranging and facilitating inter-sectoral outreach in Yemen from Sanaa through the 5 established field offices.</p> <p>Liaise between the areas of intervention and the Country Office</p> <p>Support the development and use of assessment and monitoring tools that are suitable for the projects assisted by UNICEF</p> <p>Support the development and implementation of contingency planning and promote emergency preparedness and response.</p> <p>Follow up on the progress of implementation with partner agencies and organizations</p> <p>Carry out capacity mapping of all current and potential actors, such as: government, national and international humanitarian organizations as well as national institutions, the private sector and market access to materials and services</p> <p>Participate in interagency coordination (including national and international NGOs, Red Crescent Societies and other international organizations active in the field) and liaise with national authorities and local structures. Identify key humanitarian partners for the cluster, to increase coverage of services for children and caregivers.</p> <p>Ensure logistic and flow of supply in the covered areas, including prepositioning of emergency supply in the framework of contingency planning.</p>		
Impact of Results:	<ul style="list-style-type: none"> <li>Typically, as head of a large section, provide leadership, coordination, guidance and direction for sectoral/inter-sectoral programme development, design, planning, implementation, and management in the largest country office structures.</li> <li>Hold primary responsibility for formulation of sectoral programme goals and objectives and the development of strategies and innovative approaches, as well as for authoritative advice/interpretation of guidelines.</li> <li>Hold shared responsibility for strategic recommendations and decisions on situation analysis programme/programme planning, implementation and evaluation, knowledge management, as well as administrative decision making on use of funds and human resources.</li> </ul>		

