

# TERMS OF REFERENCE

(FOR Temporary Appointments)



## UNICEF Bangladesh Country Office: TERMS OF REFERENCE (TOR)

**Job Title and Level: Child Protection Sub-Sector Coordinator (P4)**

**Section: Child Protection Sub-Sector**

**Duration: 364 days**

**Duty Station: Cox's Bazar, Bangladesh**

**Reports to: Chief of Field Office**

### 1. Purpose of Assignment

The Child Protection Sub-Sector Coordinator (P4) will lead, coordinate, and provide technical support to the child protection response in Cox's Bazar, Bangladesh. The Coordinator will represent the Child Protection Sub-Sector in inter-sector coordination as part of the broader Protection Sector and under the overall coordination of the Inter Sector Coordination Group (ISCG).

The Rohingya refugee crisis in Bangladesh is a high-profile emergency where 926,561 Rohingya refugees from Myanmar now populate 34 highly congested camps with serious connotations for the rights, protection, and wellbeing of children. The context garners significant donor interest and media attention. The Child Protection Area of Responsibility lies at the center of a complex, interagency response where coordination, coverage and accountability are key. It is imperative that Child Protection is represented clearly and accurately, that resources are well-managed and that needs are covered. The ability to identify, map, assess, analyze, represent, report on, and use child protection data effectively is also central to the response.

As of June 2022, there's 31 child protection partners implementing and reporting to the Child Protection Sub-Sector in Cox's Bazar. The Sub-Sector has a strong Strategic Advisory Group and three technical working groups.

### 2. Major duties and responsibilities:

#### Planning and Coordination

- Lead child protection coordination mechanisms promoting and facilitating active participation from key actors, including, where relevant, government
- Work with the GBV Sub-Sector, broader Protection Sector, and/or other key actors to identify opportunities to integrate child protection into other protection and other sector activities, and to avoid duplication, while preventing unintentional harm to children because of inappropriate assistance
- Facilitate the development of an agreed interagency child protection response strategy
- Provide technical and operational support in development, implementation and monitoring of Joint Response Plan (JRP)
- Facilitate the creation of processes to monitor achievement of agreed interagency goals
- Promote and support adherence to child protection standards

#### Advocacy and Representation

- Undertake advocacy on behalf of the Child Protection Sub-Sector
- Collaborate with the GBV Sub-Sector, Protection Sector and the ISCG in Cox's Bazar to ensure that child protection concerns are reflected in all humanitarian and development initiatives
- Work with the GBV and MHPSS working groups to ensure that child protection and GBV actors work together to meet the comprehensive and integrated GBV-related needs of children

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|   | <ul style="list-style-type: none"> <li>Establish results-oriented, two-way communication channels between national and sub-national Child Protection coordinator groups (as relevant) to promote, upgrade and strengthen a more standardized child protection response across all affected areas</li> </ul>  |
|   | <b>Assessment</b> <ul style="list-style-type: none"> <li>Collect, compile, and analyze child protection-related assessments and identify key child protection concerns and issues, as well as key gaps not yet addressed</li> <li>Integrate assessment needs into the development of an agreed interagency child protection response strategy</li> </ul>   |
|   | <b>Team management</b> <ul style="list-style-type: none"> <li>Onboard any relevant child protection employees and provide guidance/capacity building to child protection teams where necessary</li> <li>Assess any further staff support in child protection, whether surge, consultants, staffing and liaise with relevant staff in articulation of TOR's, integration into emergency HR plans and associated resource mobilization activities</li> </ul> |
| <b>3. QUALIFICATIONS and COMPETENCIES (indicates the level of proficiency required for the job.)</b>  |  |
| <b>EDUCATION &amp; OTHER SKILLS</b> <ul style="list-style-type: none"> <li>Advanced university degree in international development, human rights, psychology, sociology, international law, or another relevant social science field.</li> <li>Flexibility to deploy rapidly with mandatory UN/UNICEF certifications up to date including on security and PSEA</li> </ul>   |  |
| <b>WORK EXPERIENCE</b> <ul style="list-style-type: none"> <li>A minimum of eight years of professional experience in conceptualizing, planning, and coordinating child protection responses at the international level.</li> <li>Excellent understanding of the IASC coordination framework and the relationship between sector and interagency mechanisms</li> <li>Ability to lead and advocate strongly on behalf of the Child Protection Sub-Sector</li> <li>Ability to present and articulate child protection clearly and convincingly</li> <li>Experience in programme development in child protection</li> <li>Experience in both development and humanitarian contexts</li> </ul> |  |
| <b>LANGUAGE PROFICIENCY</b> <ul style="list-style-type: none"> <li>Fluency in English is required. Knowledge of another official UN language or local language of the duty station is considered as an asset.</li> </ul>  |  |
| <b>COMPETENCIES/SKILLS: UNICEF foundational/functional competencies</b>   |  |
| <b><u>Values</u></b> <ul style="list-style-type: none"> <li>Care</li> <li>Respect</li> <li>Integrity</li> <li>Trust</li> <li>Accountability</li> </ul>  | <b><u>Competencies</u></b> <ul style="list-style-type: none"> <li>Nurtures, Leads and Manages People</li> <li>Demonstrates Self Awareness and Ethical Awareness</li> <li>Works Collaboratively with others</li> <li>Builds and Maintains Partnerships</li> <li>Innovates and Embraces Change</li> <li>Thinks and Acts Strategically</li> <li>Drive to achieve impactful results</li> <li>Manages ambiguity and complexity</li> </ul>                       |

# 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.

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| 1. Is this position considered as "elevated risk role" from a child safeguarding perspective?*  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| If yes, check all that apply below.   |   |
| 2a. Is this a Direct* contact role?   | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 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.             | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| <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>  |   |
| 3a. Is this a Child data role? *:   | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 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)  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| <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> |   |
| 4. Is this a Safeguarding response role*  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| <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>         |   |
| 5. Is this an Assessed risk role*?  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| <i>*The incumbent will engage with particularly vulnerable children<sup>1</sup>; or Measures to manage other safeguarding risks are considered unlikely to be effective<sup>2</sup>.</i>  |   |

<sup>1</sup> 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).

<sup>2</sup> i.e. the role-risk will be compounded by other residual risks.