

## Temporary Appointment Terms of Reference (TORs)

Title of the Post	<b>Public Partnerships Specialist (TA)</b>	Level of the Post	<b>P-3</b>
Supervisor's title	<b>Senior Adviser</b>	Supervisor's Level	<b>P-5</b>
Contract Duration	<b>6 months</b>	Planned Start Date	<b>01/04/2026</b>

### Background

The Public Partnerships Division (PPD) leads UNICEF to secure quality public sector income for all children, promotes international development and humanitarian resources for child focused outcomes, and facilitates UNICEF's intergovernmental and interagency engagement to champion child rights. The Division does this through its core functions of income, influence, insights and stewardship by: maintaining and expanding flexible resources for children from a diverse range of key international development and humanitarian partners; leading UNICEF's engagement with public sector partners globally; providing strategic insights and analytics on public partnerships; undertaking evidence-based influence & engagement with public sector partners to raise income and to champion child rights; providing global strategic direction, guidance and oversight of the public partnerships function.

The UNICEF Nordics+ donor relations team in Copenhagen works to strategically strengthen UNICEF's position as a partner of choice for children's rights among governments and intergovernmental partners, and to ensure that children's rights and humanitarian assistance to most vulnerable children and their families remain a political priority. The public partnerships team is part of UNICEF's Global HQ and works closely with colleagues in New York, Regional, Country and UNICEF's programme teams to effectively engage its government and public institutions' counterparts as resource, policy, and programme partners. A key premise for PPD is that the engagement with countries should be holistic, based on multiple aspects of partnerships, including policy advocacy and resource mobilization.

Under the leadership of the Nordics+ Team Lead (Copenhagen-based) the Public Partnerships Specialist serves as UNICEF global focal point for its government and institutional partnerships with Norway and manages the day-to-day engagement of the partnership, including its internal coordination role to support effective programme, resource mobilization and policy engagement.

The Public Partnerships Specialist will be part of a dynamic PPD Nordics team and based in Copenhagen; however, the selected candidate might be required at times to work remotely within/outside the duty station.

### Purpose of the Job

The Partnerships Specialist supports UNICEF's Public Partnerships Division (PPD) in strengthening UNICEF's position as a partner of choice among governments and intergovernmental actors. The role ensures effective policy advocacy, resource mobilization, and strategic engagement with public partners, contributing to UNICEF's mission of promoting children's rights globally.

Duty	Outcome-Based Description	Estimated Time (%)
Implement engagement plan for UNICEF-Norway partnership	Executes planned activities to achieve partnership objectives and deliver results on time and within budget. Ongoing communication maintained with the Norwegian MFA and Norad through calls, regular correspondence, and coordinated meetings and engagements.	40%

	Contributions timely managed and followed through.	
Policy dialogue & advocacy; Preparation and support during High-level engagement, visits and strategic dialogues	Strategic briefings drafted and senior leadership engagement facilitated with Norwegian government officials, including visits and participation at relevant dialogues and consultations, ensuring strategic alignment with Norwegian priorities. Contributes to policy discussions to influence government priorities and integrate child rights into decision-making.	15%
Donor analysis and tracking	Tracks political developments and advises management to safeguard UNICEF's interests. Donor relationship and tracking tools regularly updated, with inputs provided to support informed strategic decision making on Norway.	15%
Support to Country/Regional Offices and Programme/Advocacy teams	Provides guidance on proposals, reporting, and grant management to improve donor relations and program delivery. Liaison with National Committee for targeted ODA advocacy.	15%
Other related duties	Supports team success through cross-cutting and additional tasks on humanitarian portfolio.	15%
<b>Key Functions, Accountabilities and Related Duties and Tasks</b>		
<ol style="list-style-type: none"> <li>1. Executes planned activities to achieve partnership objectives and deliver results on time and within budget. Ongoing communication maintained with the Norwegian MFA and Norad through calls, regular correspondence, and coordinated meetings and engagements. Contributions timely managed and followed through.</li> <li>2. Strategic briefings drafted and senior leadership engagement facilitated with Norwegian government officials, including visits and participation at relevant dialogues and consultations, ensuring strategic alignment with Norwegian priorities.</li> <li>3. Contributes through briefing notes and direct engagement to policy discussions to influence government priorities and integrate child rights into decision-making.</li> <li>4. Acts as a focal point for identification and pursuit of opportunities for outreach, engagement, policy influence and collaboration, in key thematic areas (Education, Health, WASH, Nutrition, Climate Change etc.) including on how to respond to partners' priorities, ensure that UNICEF's interests, perspectives, and knowledge are taken into account in relevant policy and institutional processes, and ensure that they are fully aware of UNICEF's perspectives, policies, priorities and capabilities.</li> <li>5. Tracks political developments and advises management to safeguard UNICEF's interests. Donor relationship and tracking tools regularly updated, with inputs provided to support informed strategic decision making on Norway.</li> <li>6. Provides support and guidance to Regional and Country offices prior to and during proposal development, donor reporting and on grant management issues. Monitors implementation and work with respective offices and the donor to address bottlenecks.</li> <li>7. Work closely with UNICEF's colleagues to ensure that policy advocacy and outreach is strongly grounded in the experience and insights that UNICEF's supports. Contributes written inputs for communications instruments that best inform and influence decision makers. Liaises with National Committee for targeted ODA advocacy.</li> <li>8. Performs other related duties as assigned by the supervisor to ensure the success of the team, including guiding, training, and coaching short-term staff, including interns and consultants, as needed.</li> </ol>		
<b>Impact of Results</b>		

<p>The Partnerships Specialist is a seasoned professional in the field of partnerships, resource mobilization and external relations. S/He contributes to government resource mobilization and protection of flexible and predictable funding levels to UNICEF. S/He ensures that policy and advocacy engagement with public partners is further strengthened in order to maintain high political and ODA support to UNICEF and child rights programming.</p>	
<p>To Qualify as an Advocate for Every Child, You Will Have</p>	
<p>Education</p>	<p>An advanced university degree is required in one of the following fields: international relations, political science, communications, international development, or another relevant technical field.</p>
<p>Work Experience</p>	<p>A minimum of five years of professional experience in one or more of the following areas is required: partnership management, resource mobilization, strategic communication and grant management, or other relevant area.</p> <p>Experience with the UN, and prior work experience with UNICEF is an asset.</p> <p>UNICEF field and programme experience is an asset.</p>
<p>Languages</p>	<p>Fluency in English is required. Knowledge of Norwegian is an asset.</p>
<p>For Every Child, You Demonstrate</p>	
<p>Core values of care, respect, integrity, trust, and accountability. UNICEF competencies in building and maintains partnerships, demonstrates self-awareness and ethical awareness, drive to achieve results for impact, innovates and embraces change, manages ambiguity and complexity, thinks and acts strategically, works collaboratively with others and nurtures, and, leads and manages people.</p>	