



UNITED NATIONS CHILDREN'S FUND

SPECIFIC JOB PROFILE

I. Post Information

POST NUMBER 63826

Chief, WASH & CER

**POST/CASE NUMBER OF SUPERVISOR:
1397**

Deputy Representative (P5)

REASON FOR CLASSIFICATION

Change of Title / Responsibilities

REGION/DIVISION: EAPRO**COUNTRY:** Philippines**DUTY STATION:** Manila**OFFICE:** Philippines**SECTION:** Programme**UNIT:** Water, Sanitation and Hygiene and
Climate, Environment and Resilience Section**CATEGORY:****PROPOSED LEVEL:** P-4**JOB TITLE:** Chief, WASH & CER**Functional Code:** WSH**ICSC CCOG Code:** 1B06e

II. Strategic Office Context and Purpose for the job

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the Organization does — in programmes, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children's rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favoritism. To the degree that any child has an unequal chance in life — in its social, political, economic, civic and cultural dimensions — her or his rights are violated. There is growing evidence that investing in the health, education and protection of a society's most disadvantaged citizens — addressing inequity — not only will give more children the opportunity to fulfill their potential but also will lead to sustained growth and stability of countries. This is why the focus on equity is so vital. It accelerates progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nations.

UNICEF WASH focuses its efforts on increasing sustainable access to safe drinking water, eliminating open defecation, improving access to adequate sanitation and promoting hand washing and good hygienic practices, including in schools and healthcare facilities and with particular attention to girls and to children with disabilities. Leveraging its presence before, during and after emergencies remains one of the core areas of UNICEF WASH support, ensuring timely and quality access to safe drinking water, sanitation and hygiene among children and families in humanitarian situations, lead WASH cluster coordination and strengthening national and staff capacity in preparedness and response.

In the Philippines, UNICEF Climate, Environment and Resilience (CER) focuses its efforts on increasing the number of children, households, and communities that are living in climate- and disaster-resilient environments which support equitable and sustainable development. UNICEF aims to support this by strengthening institutional capacities for climate resilient/smart social sectors, emergency response and disaster risk reduction as well as capacitating youth to influence climate policies affecting children and their environment.

Job organizational context: The Chief WASH & CER JP is to be used in a Country Office (CO) where the Representative is at the D1 level, and WASH & CER is an outcome result (or several output results in other outcome results) in the Country Programme (or CCPD).

Purpose of the job: The Chief WASH & CER reports to the Deputy Representative P5 for general guidance and direction. The Chief is responsible for managing and supervising all stages of the WASH & CER programme from strategic planning and formulation to the delivery of the WASH outcome and output results as per the CPD. The Chief is responsible for WASH Emergency preparedness and response. The Chief is also responsible for leading and managing the CO WASH & CER team. The Chief WASH & CER is accountable for ensuring that the WASH & CER outcome and output results are achieved according to plans, allocations, results based-management approaches and methodology, UNICEF's Strategic Plan, standards of performance and accountability framework. Regarding CER, the Chief will support the mainstreaming, development and preparation of CER strategies and programmes across PCO sections and programmes. The Chief provides technical leadership and management support throughout the programming processes, to develop and facilitate the administration and achievement of the WASH & CER related outcome and output results in the country programme.

III. Key functions, accountabilities and related duties/tasks:

Summary of key functions/accountabilities:

1. **Managerial leadership**
2. **Programme development and planning**
3. **Programme management, monitoring and delivery of results**
4. **Advisory services and technical support**
5. **Advocacy, networking and partnership building**
6. **Humanitarian WASH preparedness and response**
7. **Innovation, knowledge management and capacity building**

1. **Managerial leadership**

- Establish the annual work plan, determining priorities and performance measurements. Monitor workplan implementation, to ensure that WASH & CER output results are achieved to schedule and performance standards. Report critical issues to the Deputy Representative and Representative for timely action.
- Establish the annual workplan outputs, activities and developmental priorities of the WASH & CER section staff. Provide timely guidance to enable the WASH & CER section staff to perform their duties responsibly and efficiently.
- Manage the WASH & CER team building and motivation. Signal potential conflicts and take preventive action, in coordination with Human Resources staff.

2. **Programme development and planning**

- Prepare the WASH & CER inputs for the situation analysis. Provide comprehensive and current data to inform WASH policy and programme development, planning,

management and implementation. Keep abreast of global, regional and national WASH & CER sector developments, for maximum efficiency and effectiveness in WASH & CER programme design, management and implementation.

- Work collaboratively with colleagues and partners to discuss national WASH & CER priorities, resources, strategies and methodologies to ensure the most strategic use of the collective resources of external support agencies.
- Lead the development of the WASH & CER outcome and output results of the country programme (or CCPD), along with related background, strategic analysis and delivery strategies, ensuring alignment with UNICEF's Strategic Plan, UNICEF's global WASH strategy and the country programme as well as government plans and priorities, and the role of other WASH & CER external support agencies. Lead the development of output-related indicators, baselines, targets and means of verification. Lead the development of the WASH & CER content of the CPAP.
- Develop, manage and implement the fund-raising strategy for WASH & CER, aligned with the WASH & CER output results in the country programme, and lead interactions with senior staff of donor agencies.
- Ensure that UNICEF engagement in the area of climate and environment is well coordinated within and outside UNICEF, and that UNICEF progressively integrates climate resilience into programs and develop funding proposals that are based on sound risk assessments and strong climate rationale.
- Support Education, Health, Nutrition, Social Policy, Child Protection and all other programmes in identifying UNICEF's niche for addressing Climate Change and Environment impacts on children, awareness raising and design of programmes to support the rights of children, and support risk informed programming in PCO.

3. Programme management, monitoring and delivery of results

- Prepare documentation for programme reviews and analytical statements on progress and constraints of WASH & CER outcome and output results.
- Provide technical and operational support throughout all stages of programming processes for the achievement of the WASH & CER output results. Ensure effective collaboration with other UNICEF sectors.
- With other external support agencies, analyze national government WASH & CER sector programmes and projects, with a focus on WASH & CER outcomes (behaviors), using bottleneck analysis tools available in the sector (WASH-BAT, CSOs, SDAs).
- Manage monitoring and evaluation of the WASH & CER programme and its components, programme reviews and annual sectoral reviews with government and other partners and prepare reports for CO management and WASH & CER sector coordination bodies.
- Coordinate and lead the CER country team, ensuring efficient task-orientated functioning and knowledge management.
- Develop learning and capacity building plan for PCO and facilitate a climate change and environment capacity building for PCO and partners, focusing on topics such as WASH/CER/Inequalities; climate finance for Programmes etc
- Monitor, report and certify the use of sectoral programme resources (financial, administrative and other assets), verify compliance with approved allocations, organizational rules, regulations/procedures and donor commitments, standards of accountability and integrity.

- Ensure timely donor reporting, negotiate any changes required to agreements with donors in a timely manner. Ensure systems are in place for HACT compliance.

4. Advisory services and technical support

- Participate in strategic discussions to influence national WASH and CER policies and strategies, including the reduction of inequalities, contributing to global sector learning.
- Advise senior officials in government, NGOs, UN agencies and WASH & CER sector donors on WASH & CER policies, strategies and best practices.
- Lead the preparation of policy papers, briefing notes and other strategic materials for use by management, donors, UNICEF regional offices and headquarters.
- Coordinate the use of technical experts from the Regional Office and HQ, as and where appropriate in the WASH & CER programme, through remote support and on-site visits.
- Liaise with other stakeholders active in climate change and environmental sustainability in Philippines and EAP region for coordination, lessons learned and good practices and ensure linkages/knowledge exchange with national, regional and global stakeholders.

5. Advocacy, networking and partnership building

- Build and strengthen strategic partnerships with government counterparts, UN agencies, donor agencies, WASH institutions, NGOs, research institutes and the private sector to stimulate coordination and collaboration.
- Oversee the analysis of national budgets for WASH & CER, cost analysis and value-for-money studies, to advocate for improvements in sector efficiency.
- Produce materials for WASH programme advocacy to promote awareness, establish partnerships and support fund-raising.
- Represent UNICEF in inter-agency discussions, ensuring that UNICEF's position, interests and priorities are fully considered and integrated in planning and agenda setting.
- Interact with global and regional initiatives and partnerships for WASH & CER.
- Participate in development partners' and joint UN climate action working groups.
- Maintain overall knowledge leadership on the policy, institutions and programmatic activities (e.g. Climate Landscape Analysis for Children).
- Establish climate and environment focused partnerships with CSO, Government, UN and development partners.
- Identify how UNICEF programmes can support climate funding and financing priorities by establishing partnerships with relevant focal points and potential partners for UNICEF.
- Advocate for improved child-focus of climate finance investments in Philippines among partners.
- Develop concept notes for fundraising for climate change adaptation and mitigation proposals as well as inputs to proposals from all sections as needed.

- Support section focal points in the coordination and implementation of approved climate and environment focused proposals.

6. Humanitarian WASH & CER preparedness and response

- Ensure the annual preparation/revision of UNICEF's preparedness for WASH & CER in emergencies.
- Ensure the coordination arrangements for humanitarian WASH are in place in line with UNICEF's Cluster lead agency role, for instant robust coordination in case of an emergency.
- Ensure that all UNICEF WASH & CER staff are familiar with UNICEF's procedures for responding in an emergency.
- In case of an emergency, ensure that UNICEF meets its commitments for WASH in the response and early recovery.

Support government to strengthen WASH emergency preparedness.

7. Innovation, knowledge management and capacity building

- Organize and lead the development, implementation, monitoring and documentation of WASH & CER action research and innovation (technical or systems), ensuring rigorous monitoring and wide sharing of results.
- Determine priorities for learning/knowledge products, covering innovative approaches and good practices, to support overall WASH & CER sector development.
- Systematically plan, support and monitor the professional development of UNICEF WASH & CER staff, to ensure our sector capacity remains up-to-date with latest developments.
- Organize the systematic assessment of WASH & CER sector capacity gap analysis, in collaboration with government and other stakeholders, and support the design of initiatives to strengthen capacities systematically.
- Provide technical guidance and policy advice to government officials, the private sector and civil society partners on climate change and environmental risks facing children.
- In coordination and partnership with Social Policy section and other UN and institutional stakeholders, support public expenditure reviews of national public/private sector climate and environment financing and budgeting.
- Support communication and policy advocacy regarding climate change, environmental degradation and child rights in Philippines, and input into key national climate and environment policy dialogues (National Action Plans, Nationally Determined Contributions and national climate strategies).
- Identify objectives, actions and best practices for protecting children from climate change and environmental risk and work with sections on implementation strategies.
- Identify partners and entry points for strategic engagement regarding climate change impact on children as well as strategic entry points for engagement with the government.

IV. Impact of Results

The Chief of WASH & CER will provide the leadership needed to enable the Country Office to achieve the WASH- and CER-related output results of the country programme. This, in turn, will contribute to the achievement of the outcome results of the Country Programme Document. When done effectively, the achievement of the outcome results will improve child survival, growth and development and reduce inequalities in the country.

V. UNICEF values and competency Required (based on the updated Framework)

i) Core Values

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

ii) Core Competencies (For Staff with Supervisory Responsibilities)

- Nurtures, Leads and Manages People ()
- Demonstrates Self Awareness and Ethical Awareness ()
- Works Collaboratively with others ()
- Builds and Maintains Partnerships ()
- Innovates and Embraces Change ()
- Thinks and Acts Strategically ()
- Drive to achieve impactful results ()
- Manages ambiguity and complexity ()

iii) 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)
- Drives to Achieve Impactful Results (1)
- Manages Ambiguity and Complexity (1)

VI. Recruitment Qualifications

Education:

An advanced university degree in one of the following fields is required: public health, social sciences, behavior change communication, sanitary engineering or another relevant technical field.

	Additional relevant post-graduate courses that complement/supplement the main degree are required.
Experience:	<p>DEVELOPMENTAL: a minimum of eight years of professional experience in WASH-related programmes for developing countries is required.</p> <p>A minimum of five of the required eight years of progressively responsible professional work experience cited above should be at the national and international levels in programme/project development, focused on developing countries in areas related to development cooperation in climate change adaptation and mitigation, environment and socio-economic development.</p> <p>Familiar with children's rights and gender in the context of climate change adaptation and mitigation.</p> <p>Proven ability to effectively lead a team to deliver results is required.</p> <p>HUMANITARIAN: At least one year of work in humanitarian situations is required.</p>
Language Requirements:	Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or the local language is an asset.

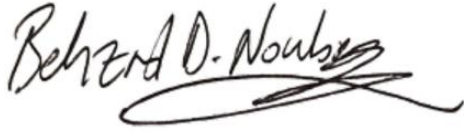
Technical requirements	
<ol style="list-style-type: none"> 1. Rural water supply for low- and middle-income countries - including water safety, sustainability 2. Rural sanitation for low- and middle-income countries, incl sustainability; applying CATS principles 3. Urban sanitation for low- and middle-income countries, incl sustainability 4. Handwashing with soap 5. WASH-in-Schools and Health Centres 6. Menstrual hygiene management 7. National government WASH policies, plans and strategies 8. Analysis of national budgets and expenditure for basic WASH and CER, and related advocacy 9. Climate and Environment principles applied to programmes, including climate-smart social services 10. Disaster risk reduction 11. Child/youth participation and engagement 12. Global climate financing instruments 13. National government climate and environment policies, plans and strategies 	Basic to expert knowledge of all components
<ol style="list-style-type: none"> 1. Humanitarian WASH - preparedness 2. Humanitarian WASH - response and recovery 	In-depth knowledge of both components
<ol style="list-style-type: none"> 1. Humanitarian WASH – coordination of the response 	In-depth knowledge of concept and UNICEF role

2. Programme/project management 3. Capacity development 4. Knowledge management 5. Monitoring and evaluation	Expert knowledge of two components and basic knowledge of the other two components
1. Human rights and WASH and climate change 2. Gender equality and WASH and climate change	In-depth knowledge

VII. Child Safeguarding	
IS THIS ROLE A REPRESENTATIVE, DEPUTY REPRESENTATIVE, CHIEF OF FIELD OFFICE, THE MOST SENIOR CHILD PROTECTION ROLE IN THE OFFICE, CHILD SAFEGUARDING FOCAL POINT, OR INVESTIGATOR (OIAI)? *:	NO
IS THIS POST A DIRECT CONTACT ROLE IN WHICH INCUMBENT WILL BE IN CONTACT WITH CHILDREN EITHER FACE-TO-FACE, OR BY REMOTE COMMUNICATION, BUT THE COMMUNICATION WILL NOT BE MODERATED AND RELAYED BY ANOTHER PERSON? *:	NO
IS THIS POST A CHILD DATA ROLE IN WHICH INCUMBENT WILL BE MANIPULATING OR TRANSMITTING PERSONAL-IDENTIFIABLE INFORMATION ON CHILDREN SUCH AS NAMES, NATIONAL ID, LOCATION DATA, OR PHOTOS)? *:	NO
THE SELECTED CANDIDATE FOR THIS POSITION WILL BE REQUIRED TO ENGAGE WITH VULNERABLE CHILDREN*:	NO

VIII. Signatures – Job Description Certification

Supervisor and OIC Country Office Representative

A handwritten signature in black ink, appearing to read "Behzad D. Noubary". The signature is written in a cursive style with a large, sweeping underline.

Name: BEHZAD NOUBARY

Signature

Date: 11 Dec. 2024