



## UNITED NATIONS CHILDREN'S FUND (GENERIC) JOB PROFILE

### I. Post Information

<b>Job Title: Nutrition Specialist Cluster Coordinator</b> Supervisor Title/ Level: <b>Nutrition chief (L4)</b> Organizational Unit: <b>Programme</b> Post Location: <b>Country Office- Madagascar</b>	<b>Job Level: Level 3</b> Job Profile No.: <b>MAD24021</b> CCOG Code: 1I02b Functional Code: NUT Job Classification Level: <b>Level 3</b>
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### II. Organizational Context and Purpose for the job

Humanitarian action is of fundamental importance to UNICEF and encompasses interventions aimed at saving lives, alleviating suffering, maintaining human dignity, and protecting the rights of affected populations wherever there are humanitarian needs, as well as interventions addressing underlying risks and causes of vulnerability to disasters, fragility and conflict. UNICEF's humanitarian action is guided by the Core Commitments for Children in Humanitarian Action (CCCs) which set organizational, programmatic and operational commitments and benchmarks against which UNICEF holds itself accountable for the coverage, quality and equity of its humanitarian action and advocacy and which are mandatory for all UNICEF personnel.

Furthermore, UNICEF is committed to support humanitarian coordination through the cluster approach. Introduced as part of the humanitarian reform, the cluster approach, aims at ensuring clear leadership, predictability and accountability in international responses to humanitarian emergencies by clarifying the division of labor among organizations and better defining their roles and responsibilities within the different sectors involved in the response. As a member of the IASC, UNICEF works along with national and local stakeholders (including national and local authorities, CSOs, and communities) to support humanitarian coordination and to improve the collective impact of humanitarian response. Whether the cluster approach is activated or not, UNICEF plays a key role in both global and country-level interagency coordination for its areas of programmatic responsibility. As Cluster Lead Agency (CLA) for Nutrition, WASH, Education (co-led), and Child Protection Area of Responsibility (AoR) within the Protection Cluster, UNICEF is committed to fulfil the core functions defined by the IASC when the clusters are activated or when UNICEF is asked to support sectoral coordination.

A well-run Cluster/Working Group coordination team is a formal deliverable of the Cluster Lead Agency and forms a part of the agency's work.

**Job organizational context:** The Nutrition Specialist Cluster Coordinator (level 3) GJP is to be used in a Country Office (CO) where there is a Nutrition (Senior) Manager Cluster Coordinator (L5/ L4) in place. The post holder will be based in a sub-national Cluster/ Working Group and will report to the Nutrition (Senior) Manager Cluster Coordinator (L5/ L4) for general guidance and direction.

**Purpose of the job:**

Under the overall direction and guidance of the Nutrition chief and the UNICEF representative, the Nutrition Specialist Cluster Coordinator will provide leadership and representation of the Cluster/ Working Group. They will facilitate the processes that will ensure a well-coordinated, strategic, adequate, coherent, and effective response by participants in the national Cluster/ Working Group that is accountable to those who are affected by the emergency. In their effort to provide an efficient and effective response to the humanitarian crisis, the Nutrition Specialist Cluster Coordinator is responsible for building relationships with stakeholders, for securing the overall coordination of sectoral responses and for ensuring inter-sectoral collaboration at the sub-national level and for ensuring adequate coordination with the national level.

**III. Key function, accountabilities and related duties/tasks**

The post holder is responsible for providing predictable, timely and strategic leadership and representation for the Cluster/ Sector/ Working Group at sub-national level to ensure a timely and effective sub-national Cluster/ Sector/ Working Group response. The post holder is responsible for leading a range of stakeholders, beyond their immediate direct reports, to work collectively towards the realization of a shared goal based on evidence.

The post holder's main tasks and responsibilities will include but not be limited to:

**Coordination, representation and leadership**

- Ensure and maintain a coordination mechanism that facilitates the effective achievement of the cluster functions (as outlined by the IASC Reference Module) and the requirements of the HPC (HNO, HRP and CCPM) and which builds on pre-existing coordination structures where appropriate and furthers the development of current or future national and subnational capacities,
- Coordinate the national Cluster/ Sector/ Working Group, ensuring alignment of work and priorities, effective communication, reporting and engagement between the levels,
- Supervise the Cluster/ Sector/ Working Group coordination team,
- Ensure appropriate coordination and build partnerships with all relevant sector stakeholders at national level including government counterparts and national authorities, local, national and international organizations, other AoRs/ Clusters/Sectors/ Working Groups and affected populations as appropriate,
- Build complementarity of partner actions within the national Cluster/ Sector/ Working Group, pro-actively negotiating with partners to avoid and resolve duplication and gaps,
- Coordinate, collaborate and represent the national Cluster/ Sector/ Working Group with stakeholders across all sectors, including through inter-cluster coordination fora, developing cross-sectoral relationships as appropriate.

**Needs assessment and analysis**

- Contribute to the planning and implementation of needs assessment and analysis, including contributing to multi-sectoral needs assessments and joint analysis of need, at sub-national levels,
- Analyse needs assessment data and work collaboratively with the national Cluster/ Sector/ Working Group partners to create analytical products, including an HNO based on evidence-based information.

**Strategic response planning**

- Contribute to national level strategic planning, response prioritization and the development of the sectoral response plan that is based on the HNO and aligned with national priorities, policies and plans,
- Ensure all programme delivery modalities (in-kind, cash, voucher and services) are given equal consideration in the strategic response planning and establish and implement systematic measures for supporting their consideration and use,
- Provide technical support to national Cluster/ Sector/ Working Group partners to ensure activities are aligned with national priorities and communities' needs,
- Ensure that national Cluster/ Sector/ Working Group response planning is regularly updated according to evolving needs and that it establishes indicators by which performance of the sub-national Cluster/ Sector/ Working Group can be measured,
- Engage with OCHA and other AoRs/ Clusters/ Sectors/ Working Groups to contribute to the development of the HRP, representing the concerns of the Cluster/ Sector/ Working Group at sub-national level.

#### **Resource mobilization and advocacy**

- Support partners' resource mobilization to promote the effective functioning of the national Cluster/ Sector/ Working Group and its response,
- Monitor, analyse and communicate information about the national Cluster/ Sector/ Working Group's financial situation and resource mobilization and identify appropriate actions to address gaps or constraints,
- Advocate for improved sectoral outcomes, network with advocacy allies and influence stakeholders' decision-making.

#### **Implementation and monitoring**

- Monitor, evaluate and report on the coverage, equity, quality and progress of the response against the Cluster/ Sector/ Working Group strategy, priorities and agreed results at sub-national level,
- Contribute to gap and coverage analysis to identify spatial and temporal gaps, overlaps and coverage of the Cluster/ Sector/ Working Group humanitarian response,
- Monitor the national Cluster/ Sector/ Working Group's adherence to IASC cluster approach principles, relevant humanitarian and sectoral agreements, standards, initiatives and guidelines and encourage partners to make improvements.

#### **Operational peer review and evaluation**

- Participate in the annual cluster coordination performance monitoring (CCPM) exercise and annual review and contribute to other sectoral and humanitarian evaluations as appropriate.

#### **Accountability to affected populations**

- Be accountable to the affected population by establishing inclusive and consultative feedback mechanisms and encouraging the involvement of affected population in the response,
- Ensure the inclusion of cross cutting issues (age, child protection, disability, gender, gender-based violence (GBV) mitigation and response and HIV & AIDS) in sub-national Cluster/ Sector/ Working Group activities throughout the HPC,
- Encourage partners to demonstrate a positive and systematic approach to inclusion and diversity,
- Adhere to child safeguarding and PSEA policies including procedures for challenging and reporting incidents and ensure other members of the coordination team comply.

#### **Strengthen national and local capacity**

- Encourage participation of local and national actors in sub-national Cluster/ Sector/ Working Group activities and strategic decision-making, removing barriers to access,
- Contribute to the development of a capacity assessment and capacity strengthening strategy for Cluster/ Sector/ Working Group members and oversee implementation and harmonization of initiatives,
- Lead early warning, contingency planning, and emergency preparedness efforts for the national Cluster/ Sector/ Working Group, ensuring adequate cluster participation in inter-cluster early warning, contingency planning and emergency preparedness activities.

#### **IV. Impact of Results**

Working in partnership with sub-national Cluster/ Sector/ Working Group participants, the Nutrition Specialist Cluster Coordinator provides leadership and representation for the Cluster/ Sector/ Working Group at sub-national level. This contributes to the predictability and accountability of humanitarian action, in line with the aims of the cluster approach and IASC principles, and ensures that the humanitarian response is well-coordinated, strategic, adequate, coherent, effective and builds the resilience of the affected population. It also contributes to maintaining and enhancing the credibility and ability of UNICEF to fulfil its commitments as Cluster Lead Agency, in line with the CCCs.

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

##### **Coordination Competencies**

- Applies Humanitarian Principles, Standards and Guidelines (1)
- Applies Key NiE Concepts and Tools (1)
- Operates Safely and Securely (1)
- Demonstrates Commitment to a Coordinated Response (1)
- Promotes Cooperation and Collaboration (1)
- Demonstrates Accountability (1)

- Promotes Inclusion (1)
- Provides Influential and Strategic Leadership (1)
- Analyses and Communicates Information (1)
- Supports Resource Mobilization (1)
- Advocates for Improved Nutritional Outcomes (1)
- Monitors the Response (1)
- Strengthens National Capacity to Respond and Lead (1)

(See the GNC Competency Framework for Cluster Coordination for more information on the Coordination Competencies.)

## VI. Recruitment Qualifications

Education:	An advanced university degree in one of the following fields is required: nutrition, public health, nutritional epidemiology, global/international health and nutrition, health/nutrition research, policy and/or management, health sciences, humanitarian assistance and development or another health-related social science field.
Experience:	<p>A minimum of 5 years of professional experience in one of the following areas is required: nutrition, public health, nutrition planning and management, or maternal, infant and child health/nutrition care. Relevant experience in health/nutrition programme/project development and management in a UN system agency or organization is considered an asset.</p> <p>Experience of working in the humanitarian coordination system is required.</p> <p>Experience in humanitarian contexts is required. Experience in development contexts is an added advantage.</p> <p>Direct, practical experience in the design, implementation and/ or coordination of nutrition interventions through community-based platforms, and effective intersectoral collaboration is strongly desired.</p> <p>Prior experience in partnership development and management, including bilateral donors, foundations and civil society is an asset.</p> <p>Experience in effective management of human resources/teams in high stress/risk environments is an advantage.</p>
Language Requirements:	Fluency in French and English are required.

## VII. Technical requirements

The post holder must demonstrate good knowledge and skills in the following areas:

### **Humanitarian architecture, cluster approach and core functions**

- Key process and features of the humanitarian programme cycle (HNO, HRP and CCPM), the humanitarian reform process and the transformative agenda, the Humanitarian-Development Nexus and the Grand Bargain Commitments,
- IASC Guidance Note on Strengthening Participation, Representation and Leadership of Local and National Actors in IASC Humanitarian Coordination Mechanisms, IASC Results Group 1 on Operational Response, (2021),
- IASC Reference Module for Cluster Coordination at Country Level (2015),
- IASC Guidance Note on Using the Cluster Approach to Strengthen Humanitarian Response (2006),
- Cluster Coordination Guidance for Country Offices (2015), UNICEF.

### **Humanitarian principles, standards and guidelines**

- Core Commitments for Children in Humanitarian Action, (2020), UNICEF,
- The Sphere Handbook, (2018), Sphere,
- Core Humanitarian Standard on Quality and Accountability, (2014), CHSA,
- Code of Conduct for the International Red Cross and Red Crescent Movement and Non-Governmental Organizations (NGOs) in Disaster Relief, (1994), ICRC,
- Accountability to Affected Populations: The Operational Framework, (2013), IASC,
- Principles of Partnership: A Statement of Commitment, (2007), ICVA,
- Availability, Accessibility, Acceptability, Quality (AAAQ) framework: A tool to identify potential barriers in accessing services in humanitarian settings, (2019), UNICEF,
- Statement on the Centrality of Protection in Humanitarian Action, (2013), IASC,
- Special Measures for Protection from Sexual Exploitation and Sexual Abuse, (2008), Secretary General Bulletin,
- Guidelines for Integrating Gender-Based Violence Interventions in Humanitarian Action, (2015), IASC.

### **Nutrition in Emergencies principles, standards, concepts, tools and resources**

- Key issues in nutrition programming in humanitarian settings including:
  - Measuring and monitoring the nutrition situation,
  - Identifying needs and interventions,
  - Designing and managing nutrition programmes,
  - Adopting integrated and systems-based approaches to programming,
  - Engaging communities for nutrition action,
  - Coordinating and collaborating with others,
  - Advocating for improved nutrition outcomes,
  - Promoting resilience to shocks,
  - Strengthening capacities to protect, promote and support nutrition,
  - Promoting access to nutritious diets,
  - Protecting and supporting infant and child nutrition,
  - Protecting nutrition in middle childhood and adolescence,
  - Protecting nutrition in women of child-bearing age,
  - Protecting nutrition in people with additional needs related to health, age, disabilities or context,
  - Detecting and treating malnutrition.
- Essential Nutrition Actions: Mainstreaming Nutrition Through the Life-Course, (2019), WHO,

- Global Action Plan on Child Wasting: A framework for action to accelerate progress in preventing and managing child wasting and the achievement of the Sustainable Development Goals, (2020),
- No Time to Waste – UNICEF’s approach for the prevention, early detection and treatment of wasting in early childhood (2021),
- Nutrition Cluster Handbook (2013),
- Nutrition Cluster Coordination and information management toolkits,
- Sustainable Development Goals, Goal 2: Zero Hunger,
- UNICEF’s Approach to Scaling Up Nutrition: For Mothers and their Children, (2015),
- UNICEF Nutrition Strategy 2020-2030, (2020),
- UNICEF Programming Guidance: Improving Young Children’s Diets During the Complementary Feeding Period (2020).

<b>VIII. Child Safeguarding</b>	
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 the 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 the position will be required to engage with vulnerable children?	No

