

VACANCY ANNOUNCEMENT REF. No. 570553

Post title:	Education Officer Open to the nationals of Armenia only
Category/Grade:	NO-1
Closing Date for Applications:	28 March 2024
Type of Appointment:	One-year full time TEMPORARY APPOINTMENT administered under the provisions of the UN Rules and Regulations

For every child, a champion

UNICEF works in some of the world's toughest places, to reach the world's most disadvantaged children. To save their lives. To defend their rights. To help them fulfill their potential.

Across 190 countries and territories, we work for every child, everywhere, every day, to build a better world for everyone.

And we never give up.

How can you make a difference?

UNICEF is looking for a motivated professional with experience in coordination and management of programmes in social sector planning, education and/other related areas, familiarity with early childhood development framework and disability sensitive programming.

Under the guidance of the Early Childhood Development (ECD) Officer, the Education Officer will provide professional technical, operational and administrative assistance throughout the programming process for the education programmes/projects through the application of theoretical and technical skills in researching, collecting, analyzing and presenting technical programme information while learning organizational rules, regulations and procedures to support the development and formulation of the Education Programme within the Country Programme.

Major Duties and Responsibilities

1. Support to program development and planning

Provide professional technical assistance in the development and planning of early childhood education programme.

2. Program management, monitoring and delivery of results.

Work closely and collaboratively with colleagues and partners to collect/analyze/share information on implementation issues, suggest solutions on routine programme implementation. Participate in monitoring and evaluation exercises, programme reviews and annual programme reviews with Government and other partners.

3. Technical and operational support to program implementation

Assess programme progress and provide technical support to relevant stakeholders through field visits and surveys. Provide technical and operational support to government partners, NGO partners, UN system partners and other country office partners/donors on the application and understanding of UNICEF policies, strategies, processes and best practices on education and related issues to support program implementation, operations and delivery of results.

4. Networking and partnership building

Facilitate partnership and collaboration with internal and external stakeholders and provide them with technical assistance and capacity building to ensure programme sustainability, as well as support fund raising for education programs.

5. Innovation, knowledge management and capacity building

Apply innovative approaches and promote good practice to support the implementation and delivery of concrete and sustainable programme results. Participate as resource person in capacity building initiatives to enhance the competencies of clients/stakeholders.

To qualify as an advocate for every child you will have...

Education:

A University Degree in education, psychology, sociology or other social science field is required.

Experience:

- One year of professional experience in coordination and management of programmes in social sector planning, education and/or other related areas at the international and/or in a developing country;
- Familiarity with Early childhood development and education framework;
- Previous work experience with UN agencies, particularly with UNICEF is an asset.

Languages:

Fluency in Armenian and English is required. Knowledge of another official UN language, such as Russian, is an asset.

For every Child, you demonstrate...

UNICEF's values of Care, Respect, Integrity, Trust, and Accountability (CRITA) and core competencies in Communication, Working with People and Drive for Results.

The core competencies required for this post are:

- 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)
- Drive to achieve impactful results (1)
- Manages ambiguity and complexity (1)

Application Procedures: All qualified applicants are strongly encouraged to apply online, using the UNICEF E-Recruitment system and online application link.

Remarks:

UNICEF is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities, to apply to become a part of the organization.

Incomplete applications will not be considered. Only shortlisted candidates will be contacted and advance to the next stage of the selection process. Regret letters will only be sent to short listed candidates.

UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will, therefore, undergo rigorous reference and background checks, and will be expected to adhere to these standards and principles.