
RE-ADVERTISING

The applicants who had submitted their applications within the period of initial advertising of this vacancy do not need to re-apply. All candidates will be retained.

VACANCY ANNOUNCEMENT REF. No. 543375

Post title: Programme Officer (Climate Change, Adolescent and Community Participation)
Open to the nationals of Armenia only

Category/Grade: NO-1

Closing Date for Applications: 6 September 2021

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 of working with adolescents and/or youth, knowledge of Child Rights and familiarity with gender equality principles.

Under the guidance of Programme Officer (Climate Change) NOB and Programme Officer (Social Protection) NOB the Programme Officer (Climate Change, Adolescent and Community participation) will be accountable for the accomplishment of the stated key end-results by providing professional technical assistance and support for programme design, planning and implementation, management and evaluation of project activities, data analysis and progress reporting, in support of programme goals and objectives.

Major Duties and Responsibilities

1. Knowledge Management for Programmes

Contribute to country programmes by supporting knowledge management on climate change, adolescent participation and community engagement through providing professional assistance in data collection and analysis, complete and accurate reporting as well as participation in the Programme Knowledge Network system of "lessons learned" and other corporate-level databases.

Participate in information exchange with partners as well as in the development of training and orientation material on 21st Century skills, climate change, environmental issues and sustainability and disaster risk reduction at national and sub-national level by providing professional technical assistance.

2. Programme Development and Management

Provide professional technical assistance in the overall coordination of the “Adolescents for Climate Action in their Communities” project, funded by ADA, and support to other similar projects. Contribute to the identification of critical intervention points and measures by administering a consistent and transparent monitoring system; analyse country level socio-political-economic-environmental trends, including during shocks and stresses, and their implications for ongoing programmes and projects. Draft or prepare project work plans, progress and final reports as required. Propose adjustments/changes in work plans. Propose programme recommendations for inclusion in formal programme documentation, and new approaches, methods and practices for supervisor.

3. Optimum Use of Program Funds

Monitors the project implementation progress and compliance. Monitors the allocation and disbursement of project funds, making sure that funds are properly coordinated, monitored and liquidated. Takes appropriate recommendations or actions to optimize use of project funds.

4. Programme Monitoring and Evaluations

Undertakes field visits to monitor and assess programme implementation and decides on required corrective action.

Collaborate with partners to carry out a rigorous and transparent approach to evaluation and participate in the project evaluation exercises in consultation with the Deputy Representative and supervisors the Operations Officer, the CRM and M&E Specialist and others to improve efficiency and quality of project delivery. Participate in annual sector review meetings with government counterparts. Collaborate and prepare annual project status reports in a timely manner, as required.

5. Rights-Based and Results-Based Programme Management Approach

Support a rights-based programmes approach in the formulation of project goals and objectives and development of strategies and implementation frameworks. Collaborate with partners and assist in the strengthening of quality child rights-based programmes on climate change, adolescent participation and community engagement through consistent and effective planning, design, implementation, monitoring and/or evaluation of programmes and projects. Contribute to coherence, synergy and added value to the project planning and design processes using a results-based management approach to programme planning and design.

Provide professional technical assistance in preparing viable recommendations on project implementation, alternative approaches, new initiatives and optimal utilization of resources that contribute effectively to the fulfilment of the rights of children and women.

6. National and Local Capacity Building/Sustainability

Provide government authorities with technical assistance and support in planning and organizing training programmes for the purpose of capacity building and programme sustainability on climate change, adolescent participation and community engagement.

Promote and maintain the building and reinforcing of the commitment and institutional capacities of the national and local partners by identifying these partners and partnerships and providing continuous support, coordination and collaboration for sustainability, including leveraging of resources at the local level.

7. Rights Perspective and Advocacy at the National, Community and School Levels

Analyze project related issues and policies from a children's and women's rights perspective and advocacy and facilitate adolescent participation as climate change agents at the national, community and school levels for elevating credibility in national policy debates. Promote the organization goals of UNICEF through active advocacy and communication.

8. Partnership, Coordination and Collaboration

Facilitate partnership and collaboration with internal and external counterparts, including those of the UN and national partners, in order to improve the ability to collect and disseminate development data and information, exchange information on programme/project status and implementation and movement/distribution of supplies.

Collaborate with the Operations Section to establish and maintain sound internal controls supportive of programming endeavours and to coordinate financial and supply management requirements and accountability. Approve allocation and disbursement of funds ensuring they are properly coordinated, monitored and liquidated in accordance with the project budget.

Provide professional support in the provision of technical advice, negotiation, advocacy and promotion of area/country level goals, leading to agreement on practicable and priority actions to be supported by the UNICEF programmes in climate change, adolescent participation and community engagement.

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

Education:

A university degree in one of the following fields is required: Social Sciences, International Relations, Government, Public Administration, Public Policy, Social Policy, Social Development, Community Development, Climate, Environment, Resilience or another relevant technical field.

Experience:

- A minimum of one year of relevant professional work experience is required.
- Experience working with adolescents and/or youth is required.
- Knowledge of Child Rights is required.
- Familiarity with gender equality principles.
- Background/familiarity with emergency is considered as 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)

The functional competencies required for this post are:

- Analyzing (2)
- Applying technical expertise (2)
- Learning and researching (2)
- Planning and organizing (2)

Application Procedures: All qualified applicants are strongly encouraged to apply online, using the

UNICEF E-Recruitment system and following this 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.