



SPECIFIC JOB PROFILE

I. Post Information

POST NUMBER/ CASE NUMBER: 115337
POST/CASE NUMBER OF SUPERVISOR:
65579
REASON FOR CLASSIFICATION:
REGION/DIVISION: East Asia and Pacific
COUNTRY: Philippines
DUTY STATION: Cotabato City
OFFICE: Mindanao Field Office
SECTION: Education
UNIT:

CATEGORY: NO
PROPOSED LEVEL: 3
JOB TITLE: Education Specialist
Functional Code: EDU
ICSC CCOG Code:

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 programs, 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 all 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.

Strategic office context :

The United Nations Children's Fund (UNICEF) have worked in the Philippines continuously since 1948. To date, we are 120 dedicated staff working from our offices in Manila and Cotabato.

UNICEF's vision for every child in the Philippines is intimately linked to the realization of several Sustainable Development Goals and the promise of the international community to leave no one behind. By 2030, we want to see that no child in the Philippines suffers from hunger; that every child has access to good health services, quality education opportunities, clean water and toilets; and children grow up protected and develop in an inclusive, just and peaceful society.

Since its establishment, UNICEF has been helping the Philippine government to strengthen national policies, programmes and services to ensure that all Filipino children enjoy their rights. UNICEF supports the Government to extend the coverage and implementation of policies and legislation that benefit children and the most disadvantaged; to support the implementation of positive budget reforms and leverage the considerable fiscal space; to innovate and adapt national programmes to support inclusivity and relevance in diverse remote rural areas, impoverished urban areas, hazard and conflict-prone areas; and to strengthen national capacity to monitor change for children.

As an impartial partner, we are mandated to work with both state and non-state actors to protect the rights and promote the wellbeing of every child. We have successfully worked through many Government reforms in the Philippines, and we continue to work with the national government, its different agencies and departments, and with local government units and authorities, including the Bangsamoro Transition Authority in Bangsamoro Autonomous Region in Muslim Mindanao (BARMM).

BARMM is a newly autonomous region in Southern Philippines. For decades, the region was mired in a 'conflict-trap', characterized by armed conflict, violence, insecurity, human rights violations and persistent population displacement. These dynamics dampened economic growth and human development and led to interruptions in the continuity of social services. A new era of promise began in 2019, following the ratification of peace agreement between the Philippine government and autonomy-seeking groups, and while conflict has subsided, child deprivations are most prominent in BARMM, including in the Education sector with Net enrolment at the elementary level of education in 2020-21 at 69.17%, significantly below the national average of 93.78 percent and approximately 16.4% of children out of secondary school. In terms of learning students in BARMM are two years behind by grade 4 according to a UNICEF longitudinal study. BARMM also has the lowest functional literacy rate (71.6%) and literacy rate (83.2%) which is significantly below the national average of 91.6% and 96.5%, respectively.

UNICEF Philippines has one field office in Mindanao with currently 41 personnel, including staff, UNVs and consultants. UNICEF has made a clear commitment to BARMM in its new country programme 2024-2028 (CPC9) designating a specific output in every Outcome to area-based programming in BARMM.

Purpose for the job:

Under the supervision of the Chief, Mindanao Field Office and overall technical guidance and direction of the Chief, Education, the Education Specialist is responsible for managing the Education component of the UNICEF 9th Country Programme of Cooperation in the context of the Bangsamoro Autonomous Region in Muslim Mindanao. The Specialist in the Mindanao Field Office (MFO) will bring solid education expertise and strategic leadership to manage all stages of education programmes/projects in the context of the Bangsamoro Basic Education Reform and Development Plan 2021-2035. This includes strategic planning and formulation, as well as delivery of results on strengthening BARMM education system to improve learning outcomes, universal access to quality, equitable and inclusive primary/early childhood education as well as alternative learning systems, especially for children, adolescents and young people who are marginalized, disadvantaged, and excluded in society. The Specialist ensures inter-sectoral linkages with other UNICEF supported programmes and also establishes and enhances strategic partnerships and collaboration with the BARMM government ministries and agencies as well as other education stakeholders, including bilateral and multilateral agencies, CSOs/NGOs, local academe, religious bodies and private sector among others. The Specialist contributes to achievement of results in Mindanao according to plans, allocation, results based-management approaches and methodology (RBM), as well as UNICEF's Strategic Plans, standards of performance, and accountability framework.

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. **Technical and operational support to programme implementation**
5. **Advocacy, networking and partnership building**
6. **Innovation, knowledge management and capacity building**

1. **Managerial leadership**

- Manage the Education portfolio in UNICEF's Mindanao Field Office (MFO) and supervise MFO education team members, including consultants, by providing them with clear objectives, goals, direction, and guidance to enable them to perform their duties responsibly, effectively and efficiently.
- Contribute to the Education section's annual work plan as well as the Mindanao Field Office work plan and set priorities and targets for Education in BARMM. Monitor work progress and ensure results are achieved according to schedule and performance standards.
- Establish clear individual performance objectives, goals and timelines; and provide timely guidance to enable the MFO education team to perform their duties responsibly and efficiently. Plan and ensure timely performance management and assessment of the team.

2. **Programme development and planning**

- Support the preparation, design and updating of the situation analysis for the education programmes in BARMM to ensure that current and comprehensive data on education issues is available to guide UNICEF's strategic policy, advocacy, intervention and development efforts on education programmes.
- Help supervisor set priorities, strategies, design and implementation plans. Keep abreast of development trends to enhance programme management, efficiency and delivery.
- Participate in strategic programme discussion on the planning of education programmes. Formulate, design and prepare programme proposals for the sector, ensuring alignment with UNICEF's Strategic Plans and Country Programme and coherence/integration with the UN Development Assistance Framework (UNDAF), regional strategies and national priorities, plans and competencies.
- Establish specific goals, objectives, strategies and implementation plans for the sector using results-based planning terminology and methodology (RBM). Prepare required documentations for programme review and approval.
- Work closely and collaboratively with internal colleagues and partners to discuss strategies and methodologies, and to determine national priorities to ensure the achievement of concrete and sustainable results.
- Provide technical and operational support throughout all stages of programming processes and to ensure integration, coherence and harmonization of programmes/projects with other UNICEF sectors and achievement of results as planned and allocated.

3. Programme management, monitoring and delivery of results

- Plan and collaborate with internal colleagues and external partners to establish monitoring benchmarks, performance indicators and other UNICEF/UN system indicators to assess/strengthen performance accountability, coherence and delivery of concrete and sustainable results for the assigned sector on education programmes in BARMM.
- Participate in monitoring and evaluation exercises, programme reviews and annual reviews with the government and other counterparts to assess progress and to determine required action/interventions to achieve results.
- Prepare and assess monitoring and evaluation reports to identify gaps, strengths and weaknesses in programme management.
- Identify lessons learned and use knowledge gained for development planning and timely intervention to achieve goals.
- Actively monitor programmes/projects through field visits and surveys, and exchange information with stakeholders to assess progress, identify bottlenecks and potential problems, and take timely decisions to resolve issues and/or refer to relevant officials for timely resolution.
- Monitor and verify the optimum and appropriate use of sectoral programme resources (financial, administrative and other assets) confirming compliance with organizational rules, regulations/procedures and donor commitments, standards of accountability and integrity, ensuring timely reporting and liquidation of resources.
- Prepare regular and mandated programme reports for management, donors and partners to keep them informed of programme progress.

4. Technical and operational support to programme implementation

- Provide technical guidance and operational support to government counterparts, NGO partners, UN system partners and country office partners and donors on interpretation, application and understanding of UNICEF policies, strategies, processes and best practices and approaches on education and related issues to support programme management, implementation and delivery of results.
- Arrange/coordinate availability of technical experts with CO (Manila-based staff) and Regional Office/HQ to ensure timely and appropriate support throughout the programming process.
- Participate in education programme meetings including programme development and contingency planning to provide technical and operational information, advice and support.
- Draft policy papers, briefs and other strategic programme materials for management use.

5. Advocacy, networking and partnership building

- Build and sustain effective close working partnerships with relevant government counterparts, national stakeholders, global partners, donors, and academia through active networking, advocacy and effective communication to build capacity, exchange knowledge/expertise and to reinforce cooperation to achieve sustainable and broad results on education programmes.
- Prepare communication and information materials for **MFO** programme advocacy to promote awareness, establish partnerships and support fund raising for education programmes.
- Participate and/or represent UNICEF in appropriate inter-agency discussions on education and related issues at BARMM level to collaborate with inter-agency partners/colleagues on inter-agency strategic planning and preparation of programmes/projects ensuring organizational position, interests and priorities are fully

considered and integrated in the UNSCDF and other inter-agency strategy development processes.

6. Innovation, knowledge management and capacity building

- Apply and introduce innovative approaches and good practices to build the capacity of partners and stakeholders and to support the implementation and delivery of concrete and sustainable programme results.
- Keep abreast, research, benchmark, and implement best practices in education management. Assess, institutionalize and share best practices and knowledge learned.
- Contribute to the development and implementation of policies and procedures to ensure optimum efficiency and efficacy of sustainable programmes and projects.
- Organize and implement capacity building initiatives to enhance the competencies of clients/stakeholders to promote sustainable results on education and related programmes/projects.

IV. Impact of Results

The efficiency and efficacy of support provided by the Education Specialist to programme preparation, planning and implementation, contributes to the achievement of sustainable results to improve learning outcomes and universal access to quality, equitable and inclusive education in BARMM. Success in education programmes and projects in turn contribute to maintaining and enhancing the credibility and ability of UNICEF to provide programme services for mothers and children that promotes greater social equality 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: education, economics, psychology, sociology, or another relevant technical field.
Experience:	<p>A minimum of five years of professional experience in programme planning, management, and/or research in education is required.</p> <p>Experience in developing strategies and implementing development concepts in the education sector is required.</p>

	<p>Previous work experience in BARMM is an asset and/or experience working in a relevant post-conflict, emergency prone context is considered as an asset.</p> <p>Familiarity / background with education in Islamic settings is considered as an asset.</p> <p>Relevant experience in a UN system agency or organization is considered as an asset.</p>
Language Requirements:	Fluency in English and the local language is required.

<p>VII. Child Safeguarding</p> <p>(Please respond with Yes or No)</p>	
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
--	----

Signatures- Job Description Certification	
Andreas Wuestenberg Title: Chief, Mindanao Field Office	Signature  Date 23/08/2024
Oyunsaikhan Dendevnorov Title: Representative, UNICEF Philippines	Signature  Date 23/08/2024