



UNITED NATIONS CHILDREN'S FUND
JOB PROFILE (TEMPORARY APPOINTMENT)

I. Post Information

Job Title: Social Policy Specialist (Cash in Emergencies)
Level: P4
Category: Temporary Appointment (TA)
Supervisor Title/ Level: Regional Advisor, Social Policy
Organizational Unit: Programme and Policy: Social Policy
Post Location: UNICEF Regional Office for South Asia, Kathmandu, Nepal
Duration: 364 days

II. Organizational Context and Purpose for the job

One fifth of the world's children living in poverty are from South Asia, which constitutes an estimated 240 million children. Poverty shows itself multidimensionally, hence, the financial instability consequents poor health, lack of education, deficient sanitation, and low quality of work. The Covid-19 pandemic could result in an additional 120 million children over the poverty line. Poverty is one of the major reasons making communities especially vulnerable to shocks. Climate related and natural disasters are rampant with South Asia being at high risk of shocks. Last year Pakistan suffered the worst climate disaster the world has seen for a decade. Adequate shock-responsive social protection systems can increase resilience to natural hazards, health crisis and other kind of shocks.

Emergency cash-based responses are key to support children and their families during shocks. They can ensure these children and their families continue to have access to basic goods and services, and do not resort to negative coping mechanism.

The humanitarian community has recognized the value of leveraging existing state-mechanisms for responding to disasters through cash assistance, rather than setting up parallel response programs. Yet, social protection programs in the region vary in their degrees of shock responsiveness. It is thus important to support preparedness and to respond in a timely manner, whether that is through existing national social protection systems or through parallel systems while building the capacity of national systems to respond more effectively and timely in the future.

The collaboration between social sectors and disaster management sectors is an emerging need in this context. Subsidies, cash and food assistance take multiple forms and are under the remit of multiple ministries depending on the purpose and scope of each program (agriculture, nutrition, education, social affairs, etc.). When a disaster hits, this calls upon effective coordination in order to leverage the best possible mechanisms for response.

In this context, and in the backdrop of many years of supporting social protection policies, UNICEF has established standards and references for Shock Responsive Social Protection (SRSP) and Humanitarian Cash Transfers (HCTs). The [Core Commitments to Children](#) in humanitarian settings identify [HCT](#) as a programme approach and [Social Protection](#) as a sectoral commitment. Country offices have all identified HCTs as minimum preparedness standards in their Emergency Preparedness plans. A global [SRSP guidance](#) document was issued and a [SP system readiness assessment tool](#) and associated [excel tool](#) made available to all countries. A generic [HCT training module](#) is available as well as in-country [specialised HCT 5-day training course](#) that has the potential to be rolled out as part of the Action Plans that will be prepared by countries has been made available by the Humanitarian Policy Section.

Between July 2022 and February 2023, UNICEF ROSA increased its ability to roll out cash in emergencies and to leverage social protection systems to do so. Yet there are still significant gaps and support needs that require dedicated expertise to support cash preparedness and response to UNICEF Country offices in South Asia.

The region therefore is now looking for a full-time dedicated resource to continue to support all eight countries in South Asia to be fully equipped to use cash transfers to respond to emergencies and in the process build and strengthen shock responsive social protection systems with government counterparts.

Job organizational context:

The post is located in UNICEF's South Asia Regional Office in Kathmandu, Nepal. The post holder will be part of the social policy team, which provides technical support and oversight to UNICEF country programmes in the region in the area of social protection and cash transfers, public finance for children and child poverty. The post contributes critically

to the unit's work on social protection, with a special focus in humanitarian settings. The supervisor of the post is the Regional Social Policy Adviser, and secondary reporting line to Regional Emergency Adviser.

Purpose for the job:

Under the guidance and supervision of the Regional Social Policy Adviser, and in close collaboration with the Regional Emergency Adviser, as well as consultation with HQ Social Policy team, the post-holder will be responsible for building the capacity of country offices in establishing humanitarian cash-based approaches and shock-responsive social protection systems and support the design, implementation, and monitoring of humanitarian cash programmes in ROSA countries, aligned with government systems when possible. The post will also be responsible for building capacity of country offices in humanitarian cash-based approaches and ensure regular coordination and partnership with other relevant regional actors.

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

Summary of key functions/accountabilities:

The Cash in Emergencies Specialist is responsible for the following functions:

Support with preparedness, design and implementation of cash in emergencies (HCTs)

- Advises and supports country offices on minimum preparedness requirements, aligned to corporate preparedness measures. (including EPP MPS) related to both humanitarian cash transfers and social protection.
- Assess office capacities and explore different response options together with the CO, and implications for the CO, building on these preparedness requirements. Support the CO through the different options and for each option identify the risks and what kind of capacities are needed.
- Provide direct support and technical assistance to COs at all stages of implementation - from planning and design to in-country implementation support, undertaking of risk assessments, monitoring, coordination with national social protection and cash working groups, documentation and revision of processes (SOPs and/or operational guidance).
- Support coordination with national partners to then strengthen shock responsiveness of the systems.
- Builds the operational capacity of both country teams and, when appropriate governments, to design and implement all aspects of HCT programmes.
- Undertake in-country surge assignments as requested by COs to support the design and implementation of HCTs.
- Support country offices in assessing the shock-responsiveness of existing systems and identify bottlenecks and solutions including registration, payment, verification exercises, etc.
- Liaises regularly with all key organizational stakeholders – internal and external - through the established coordination mechanisms to help shape the global HCT response and ensure it reflects the ROSA context.
- Contributes substantially to drafting and disseminates/ensures take-up in country offices of UNICEF's HCTs-related guidance and tools as well as, where appropriate, inter-agency strategies and operational guidelines.
- Ensures that all risk-related systems are maintained, and risk mitigation measures are in place per corporate HCT risk management processes.
- Work closely with programme sections in the RO to develop links and provide technical support to integrate humanitarian cash approaches into Education, Health and Nutrition, Child Protection and WASH programmes; strengthen coordination within the office on this issue.

Strengthening shock responsive social protection

- Support country offices identify ways emergency responses can also be designed with a view to strengthening national SP systems.
- Promotes the strengthening of a shock-responsive social protection system. Supports country offices to apply evidence and appropriate advocacy messaging across the entire spectrum of social protection from a risk perspective, including inter alia: evidence and analysis; contingency planning; strengthening horizontal and vertical coordination between social protection, emergency response; and humanitarian principles, commitments and links between social protection and Humanitarian Cash Transfers.
- Supports dialogue, convenes and coordinates with key players in the region, including donor organizations, civil society, and other international organizations (UN and beyond). This includes, where applicable, participation in regional coordination activities.
- Conducts operational analysis of the SPIE/HCT programmes, identifying areas for improvement, resolution of implementation bottlenecks, provide quality assurance and identify solutions such as design improvements, additional trainings and technical support.
- Supports country offices to improve the quality of MIS and other key operational elements of social protection programmes.

Documenting and reporting

- Documents ROSA's field experience with HCTs, including new models of implementation and programmatic approaches, joint programmes delivery and coordination and others for subsequent dissemination.
- Produces knowledge management products for cash transfer programmes documenting good practices and lessons learned.
- Support country offices to understand and report against HPM indicators, SitReps, etc.
- Supports dialogue, convenes, and coordinates with key players in the region, including donor organizations, civil society, and other international organizations (UN and beyond). This includes, where applicable, participation in regional coordination activities.
- Elaborate a strategy to ensure continuous funding of UNICEF's cash-based programmes. Support resource mobilization and partnership activities at the country, and regional level, including development and/or review of proposals and support to donor reporting on shock responsive social protection.

IV. Impact of Results

The specialist will play a critical role in shaping cash-based programming in humanitarian settings and shock responsive social protection systems in the region and globally advance UNICEF's ambitions in the area, ensuring impact on children.

V. Competencies and level of proficiency required (based on UNICEF Professional Competency Profiles/ratings).**i) Core Values**

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

ii) Core Competencies

- 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)

VI. Recruitment Qualifications

Education:	Advanced University degree in one of the following fields: social sciences, public administration, international law, public health, nutrition, international relations, business administration or other related disciplines. Preferably a combination of management, administration, and relevant technical fields.
Experience:	<p>A minimum of eight years of professional work experience in social protection, including operational and strategic leadership on social protection in emergency settings or programmatic humanitarian cash transfer experience where linkages to government work has been made is required.</p> <p>Demonstrated experience managing SRSP and HCT programmes from an operational perspective is required.</p> <p>Experience in programme design and management and policy advocacy is required.</p> <p>Extensive experience with emergencies and humanitarian contexts, including work in contexts with complex risks related to natural hazards, economic crises, and/or conflicts is required.</p> <p>Background, familiarity and/or knowledge of mainstreaming specific programmes of delivering cash in emergencies into the larger social protection system is a strong asset.</p>

	Demonstrated experience with capacity development of partners is required. Knowledge and working experience in South Asia
Languages:	Fluency in English is required. Knowledge of another language of relevance to the region is an asset
	The person should be able to travel to give in country support and travel on emergencies for quick responses.