

## UNITED NATIONS CHILDREN'S FUND INTERNSHIP ToR

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.

### **For every child, *protection***

UNICEF works in 190 countries and territories to protect the rights of every child. UNICEF has spent 70 years working to improve the lives of children and their families. Defending children's rights throughout their lives requires a global presence, aiming to produce results and understand their effects. UNICEF believes all children have a right to survive, thrive, and fulfill their potential to benefit a better world. 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.

Bangladesh has a long history of natural disasters and remains vulnerable to disasters and the impacts of climate change. Bangladesh has frequently experienced disasters such as floods, cyclones, waterlogging, fires, earthquakes, and landslides. Children are among those who suffer the most during disasters, facing risks such as displacement, family separation, injuries, violence, and diseases. In addition, incidents of violence, exploitation, abuse, and neglect increase in the aftermath of a disaster. [UNICEF Bangladesh](#) supports the government-led response to provide the most vulnerable children and women with an integrated package of lifesaving services that include health, nutrition, water and sanitation, education, child protection, and risk communication. Given the increase in climate-related hazards, UNICEF also works on strengthening preparedness, disaster risk reduction, and resilience building of children, communities, and institutions.

### **How can you make a difference?**

The purpose of the UNICEF internship program is to provide a framework by which students pursuing or having recently completed a tertiary education are assigned to UNICEF offices to enhance their educational experience through practical work assignments, to expose them to the work of the UNICEF, and to provide UNICEF offices with the assistance of qualified students or recent graduates specialized in various professional fields.

**Area of work:** Child Protection in Humanitarian Action (CPHA)

**Modality:** Full-time in Bangladesh

**Duration:** 6 months

### **Main tasks and responsibilities**

- Supports the CPHA program implementation with other CP Pillars and monitoring of the activities stipulated in the UNICEF Rolling work plan (RWP).
- Collects background information regarding the CPHA program and provides updated information on program/project financial and administrative status for analysis and report purposes.
- Supports

- Assists with drafting donor, annual, and other reports, and briefing notes related to CPHA as required by section
- Participate and represent UNICEF as required and requested in relevant inter-agency child protection fora.
- Builds and manages a repository of information/data and prepares relevant materials including PowerPoint presentations, guidance/ concept notes, reports, photographs, and documents.
- Supports in preparations of field visits for the UNICEF officials, government, and other partners, and provides information and briefing on CPHA interventions by the section and status.
- Carry out other relevant duties that may be assigned by the supervisor generally related to the functioning of the child protection sector (and in coordination with other team members).

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

- Bachelor's degree or graduate student in one of the following areas: Law, Humanitarian Studies, International Development, Business Administration, Public Policy, Public Administration, Development Studies, or social sciences.
- Strong academic performance as demonstrated by recent university or institution records or, if not available, a reference letter from an academic supervisor.
- Development work and volunteering experience is an asset but not a prerequisite.
- Exposure/experience of working in any humanitarian context is considered as an asset.
- No immediate relatives (e.g., father, mother, brother, sister) working in UNICEF.
- Experiences using Microsoft 365 applications (Word, Excel, PowerPoint, etc.) is an asset.
- Proficiency in English is required.

**For every Child, you demonstrate...**

UNICEF's values of Care, Respect, Integrity, Trust, and Accountability (CRITA).

To view our competency framework, please visit [here](#).

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.

UNICEF offers reasonable accommodation for personnel with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need a reasonable accommodation during the recruitment process and afterwards in your assignment.

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 be expected to adhere to these standards and principles and will therefore undergo rigorous reference and background checks. Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check.

**Remarks:**

Only shortlisted candidates will be contacted and advance to the next stage of the selection process.

The selected candidate is solely responsible to ensure that the visa (applicable) and health insurance required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to selected candidates who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their contracts.

(to be completed by Supervisor of the post)

**Child Safeguarding** refers to proactive measures taken to limit direct and indirect collateral risks of harm to children, arising from UNICEF's work or UNICEF personnel. Effective 01 January 2021, Child Safeguarding Certification is required for all recruitments.

1. Is this position considered as "elevated risk role" from a child safeguarding perspective? * If yes, check all that apply below.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2a. Is this a Direct* contact role?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2b. If yes, in a typical month, will the post incumbent spend <u>more than 5 hours</u> of direct interpersonal contact with children, or work in their immediate physical proximity, with limited supervision by a more senior member of personnel.  <i>*"Direct" contact that is either face-to-face, or by remote communicate, but it does not include communication that is moderated and relayed by another person.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3a. Is this a Child data role? *:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3b. If yes, in a typical month, will the incumbent spend <u>more than 5 hours</u> manipulating or transmitting personal-identifiable information of children (names, national ID, location data, photos) <i>* "Personally-identifiable information", in this context, means any information relating to a child who can be identified, directly or indirectly, by an identifier like a name, ID number, location data, photograph, etc. This is a "child data-role".</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4. Is this a Safeguarding response role* <i>*Representative; Deputy representative; Chief of Field Office; the most senior Child Protection role in the office; any focal point that the office designated for Child Safeguarding; Investigator (Office of Internal Audit and Investigations</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
5. Is this an Assessed risk role*? <i>*The incumbent will engage with particularly vulnerable children<sup>1</sup>; or Measures to manage other safeguarding risks are considered unlikely to be effective<sup>2</sup>.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<sup>1</sup> Common sources or signals of additional vulnerability may include but are not limited to: age of the child (very young children); disability of the child; criminal victimization of the child; children who committed offences; harmful conduct by the children to themselves or others; lack of adequate parental care of the children; exposure of the children to domestic violence; a humanitarian context; a migrant (refugee/asylum-seeking/IDP) context. No 'baseline' vulnerability will be set. Hiring Managers will need to use judgment, taking into consideration the implications that follow from an assessed risk role (additional vetting scrutiny, training).

<sup>2</sup> i.e. the role-risk will be compounded by other residual risks.