UNITED NATIONS CHILDREN'S FUND
GENERIC JOB PROFILE (GJP)

I. Post Information

Job Title: **Child Protection Officer – Alternative Care**
Supervisor Title/ Level: **Child Protection Specialist /P3**
Organizational Unit: **Programme/ Child Protection**
Post Location: **Cambodia Country Office**

Job Level: **Level 2**
Job Profile No.: XXX
CCOG Code: XXX
Functional Code: XX
Job Classification Level: **Level 2**

II. Organizational 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 programmes, 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.

Job organizational context:

The rapid and uncontrolled increase in the number of institutionalized children in Cambodia has long raised the concerns of government and child protection workers. In 2005 there were about 5,000 children in residential care. This number increased to more than 16,500 in 2015. Most of the children living in residential care in Cambodia are not orphans or abandoned, but children from vulnerable households. There is evidence that children living in residential care are at risk of developmental delays, abuse, neglect and find it difficult to function in society when they leave the institution. The Royal Government of Cambodia policies on alternative care state that family- and community-based care are the best options for the alternative care of children and that the primary role in protecting and caring for children lies with their family. In order to promote family preservation, de-institutionalization, reintegration and alternatives to institutional care, MoSVY signed in September 2016 a National Action Plan for improving child care. Significant achievements have been made since 2016 in the child care reform. MoSVY has not authorized any new RCIs and has introduced an innovative digital inspection system that provides regular updated information on residential care institutions (RCIs) and how many children are living there. The number of RCIs and the number of children living in residential care has reduced and more than 1,000 children living in residential care have been supported with case management and

were either reunified with their families or placed in family and community-based care. Increased efforts have also been made to expand the use of family-based care services and Guideline procedures for kinship care, foster care and domestic adoption are being developed. As part of the new Country Programme 2019-2023, UNICEF Cambodia will continue to support the government and collaborate with key networks, such as Family Care First and the Partnership Programme for the Protection of Children (3PC), to accelerate the reform agenda for alternative care.

Purpose for the job:

The Child Protection Officer – Alternative Care, reports to the Child Protection Specialist/ P3 for supervision. The Child Protection Officer – Alternative Care, provides professional technical, operational and administrative assistance throughout the programming process for child protection programmes/projects within the Country Programme from development planning to delivery of results. H/She prepares, executes, manages, and implements a variety of technical and administrative programme tasks to facilitate programme development, implementation, programme progress monitoring, evaluating and reporting. The Child Protection Officer – Alternative Care will support the UNICEF child protection programme in the area of alternative care. Accordingly, he/she will build the capacity of partners to implement quality interventions in the area of alternative care and for the child care reform, in alignment with the UN Guidelines for the Alternative Care for Children and other relevant global guidance.

III. Key function, accountabilities and related duties/tasks

Summary of key functions/accountabilities:

1. Support to programme development and planning
2. Programme management, monitoring and delivery of results
3. Technical and operational support to programme implementation
4. Networking and partnership building
5. Innovation, knowledge management and capacity building

1. Support to programme development and planning

- Conduct and update the situation analysis for the development, design and management of child protection related programmes/projects. Research and report on development trends (e.g. economic, social, health) and data for use in programme development, management, monitoring, evaluation and delivery of results.

- Contribute to the development and establishment of programme goals, objectives, strategies, and results-based planning through research, analysis and reporting of child protection and other related information for development planning and priority and goal setting.

- Provide technical and operational support throughout all stages of programming processes by executing and administering a variety of technical, programme, operational, and administrative transactions, preparing related materials and documentations, and complying with organizational processes and management systems, to support programme planning, results based planning (RBM) and monitoring and evaluating of results.

- Prepare required programme documentations, materials and data to facilitate the programme review and approval process.

2. Programme management, monitoring and delivery of results in the area of alternative care

- Work closely and collaboratively with colleagues and partners to discuss implementation issues, provide solutions, recommendations and/or to alert appropriate officials and stakeholders for higher-level interventions and/or decisions. Keep records of reports and assessments for easy reference and/or to capture and institutionalize lessons learned.

- Participate in monitoring and evaluation exercises, programme reviews and annual sectoral reviews with government and other counterparts to assess programmes/projects, and to report on required action/interventions at the higher level of programme management.

- Monitor and report on the use of sectoral programme resources (financial, administrative and other assets), verifying compliance with approved allocations, organizational rules, regulations, procedures and donor commitments, standards of accountability and integrity. Report on critical issues and findings to ensure timely resolution by management and stakeholders. Follow up on unresolved issues to ensure resolution.

- Prepare regular and mandated sectoral programme/project reports for management, donors and partners to keep them informed of programme progress

3. Technical and operational support to programme implementation

- Conduct regular programme field visits and surveys and exchange information with partners/stakeholders to assess progress and provide technical support. Take appropriate action to resolve issues and/or refer to relevant officials for resolution. Report on critical issues, bottlenecks and potential problems for timely action to achieve results.

- Provide technical and operational support to government counterparts, NGO partners, UN system partners and other country office partners/donors on the application and understanding of UNICEF policies, strategies, processes and best practices in child protection, to support programme implementation.

4. Networking and partnership building

- Build and sustain close working partnerships with government counterparts and national stakeholders through active sharing of information and knowledge to facilitate programme implementation and build capacity of stakeholders to achieve and sustain results on child protection.

- Participate in inter-agency meetings/events on programming to collaborate with inter-agency partners/colleagues on UNDAF operational planning and preparation of child protection programmes/projects, and to integrate and harmonize UNICEF's position and strategies with UNDAF development and planning processes.

- Research information on potential donors and prepare resource mobilization materials and briefs for fund raising and partnership development purposes.

- Draft communication and information materials for CO programme advocacy to promote awareness, establish partnership/alliances and support fund raising for child protection programmes.

5. Innovation, knowledge management and capacity building

- Identify, capture, synthesize, and share lessons learned for knowledge development and to build the capacity of stakeholders.

- Apply innovative approaches and promote good practices to support the implementation and delivery of concrete and sustainable programme results.

- Research and report on best and cutting edge practices for development planning of knowledge products and systems.

- Participate as a resource person in capacity building initiatives to enhance the competencies of clients and stakeholders.

IV. Impact of Results

The efficiency and efficacy of support provided by the Child Protection Officer to programme preparation, planning and implementation, contributes to the achievement of sustainable results to create a protective environment for children against harm and all forms of violence, and ensures their survival, development and well-being in society. Success in child protection programmes and projects in turn contributes 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. Competencies and level of proficiency required (based on UNICEF Professional Competency Profiles.

Core Values	**Functional Competencies**:
- Commitment - Diversity and inclusion - Integrity **Core competencies** - Communication (II) - Working with people (I) - Drive for results (I)	- Formulating strategies and concepts (I) - Analyzing (II) - Applying technical expertise (II) - Learning and researching (II) - Planning and organizing (II)

VI. Recruitment Qualifications

Education:	A university degree in one of the following fields is required: international development, human rights, psychology, sociology, international law, or another relevant social science field.

Experience:	A minimum of two years of professional experience in social development planning and management in child protection related areas is required. Professional experience in the area of alternative care is highly desirable. Experience working in a developing country is considered as an asset. Relevant experience in programme development in child protection related areas in a UN system agency or organization is considered as an asset.
Language Requirements:	Fluency in English is required. Knowledge of another official UN language or local language of the duty station is considered as an asset.