



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

I. Post Information

Job Title: **Health Officer (Mental Health)**
Supervisor Title/ Level: **Health/Nutrition/CSD Specialist/Manager or Chief (Level 3/4/5)**
Organizational Unit: **Programme**
Post Location: **Country Office**

Job Level: **Level 1**
Job Profile No.:
CCOG Code: **1103n**
Functional Code: **HEA**
Job Classification Level: **Level 1**

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 Health Officer GJP is to be used in a Country Office (CO) where the Health Programme is a **major** component of the Country Programme (or UNDAF).

Purpose for the job: The Mental Health Officer reports **to the Health/CSD/Nutrition Specialist/Manager or Chief** for close guidance and supervision. Level 1 is an entry professional level and should therefore be normally used as a trainee level for the purpose of acquiring organizational knowledge of rules, regulations, and processes to supplement academic and theoretical knowledge of the profession for upward mobility to higher responsibilities. Incumbents at this level are not expected to remain for an extended period of time in the post.

The Mental Health Officer provides professional technical, operational and administrative assistance throughout the programming process through the application of theoretical and technical skills in researching, collecting, analyzing, and presenting technical programme information while learning organizational rules, regulations and procedures to support the development and formulation of the Health Programme within the Country Programme.

According to the UNICEF report, The State of the World's Children 2021, "On My Mind", globally, "it is estimated that more than 13% of adolescents aged 10-19 years have a diagnosed mental disorder as defined by the World Health Organization". It also states that "...suicide is the fifth

most common cause of death among adolescents aged 10-19 years..." that "...there is widespread concern about the impact of the COVID-19 pandemic on mental health. Research indicates some increase in stress and anxiety among children and adolescents. The mental health of caregivers, especially young mothers, is also of concern."

According to the Colombian Ministry of Health, "the number of people aged 0 to 19 years consulting for mental and behavioral disorders is increasing every day. From 2009 to 2017, 2,128,573 children and adolescents were attended with diagnoses with ICD 10 code: F00 to F99 (which groups mental and behavioral disorders), with an average of 236,508 people attended per year, the trend is to the increase of cases every year."

Given the situation described above, four areas of UNICEF (Health, ADAP, Education, and Protection) are developing mental health interventions in order to respond to the problem. Thus, UNICEF has positioned itself as a key partner in mental health and psychosocial support.

III. Key function, accountabilities and related duties/tasks

Summary of key functions/accountabilities:

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

1. Support to programme development and planning

- Research and analyze regional and national political, social, economic development trends. Collect, analyze, verify, and synthesize information to facilitate programme development, design and preparation.
- Prepare technical reports and inputs for programme preparation and documentation, ensuring accuracy, timeliness and relevancy of information.
- Facilitate the development and establishment of sectoral programme goals, objectives, strategies, and results-based planning through analysis of mental health needs and areas for intervention and submission of assessments for priority and goal setting.
- Provide technical and administrative support throughout all stages of programming processes by executing and administering a variety of technical programme transactions, preparing materials and documentations, and complying with organizational processes and management systems, to support programme planning, results based planning (RBM) and monitoring and evaluation of results.
- Prepare required documentations and materials to facilitate the programme review and approval process.

2. Programme management, monitoring and delivery of results

- Work closely and collaboratively with colleagues and partners to collect, analyze and share information on implementation issues; suggest solutions on routine programme implementation and submit reports to alert appropriate officials and stakeholders for higher-level intervention 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 governments and other counterparts and prepare minutes/reports on results for follow up action by higher management and other stakeholders.
- Monitor and report on the use of sectoral programme resources (financial, administrative and other assets), and verify compliance with approved allocation and goals, organizational rules, regulations, procedures, as well as donor commitments, standards of accountability, and integrity. Report on issues identified to ensure timely resolution by management and stakeholders. Follow up on unresolved issues to ensure resolution.
- Prepare inputs for sectoral programme donor reporting.

3. Technical and operational support to programme implementation

- Undertake field visits and surveys and share information with partners and stakeholders to assess progress and provide technical support 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 on mental health-related issues to support programme implementation, operations and delivery of results.

4. Networking and partnership building

- Build and sustain effective close working partnerships with health sector government counterparts and national stakeholders through active sharing of information and knowledge to enhance programme implementation and build capacity of stakeholders to deliver concrete and sustainable results.
- Draft communication and information materials for CO programme advocacy to promote awareness, establish partnerships/alliances, and support fund raising for mental health programmes.
- Participate in appropriate inter-agency (UNCT) on health programmes to collaborate with inter-agency partners/colleagues on UNDAF operational planning and preparation of mental health programmes/projects, and to integrate and harmonize UNICEF's position and strategies with the UNDAF development and planning process.
- Research information on potential donors and prepare resource mobilization materials and briefs for fund raising and partnership development purposes.

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.
- Assist with oversight of research and ensure results are available for use in knowledge products.
- 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 Health Officer to programme preparation, planning and implementation facilitates the delivery of concrete and sustainable results that directly impact the improvement of the health of the most marginalized and vulnerable women and children in the country. This in turn contributes to maintaining and enhancing the credibility and ability of UNICEF to continue to provide programme services to protect the rights of children, and to promote greater social equality to enable them to survive, develop and reach their full potential in society.

V. Competencies and level of proficiency required (based on UNICEF Professional Competency Profiles)

Core Values

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

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:

A university degree in one of the following fields is required: public health/nutrition, pediatric health, psychology, psychiatry family health, socio-medical, or another relevant technical field.

Experience:

A minimum of one year of professional experience in one or more of the following areas is required: public health/nutrition planning and management, maternal and neonatal health care, or health emergency/humanitarian preparedness.

Experience working in a developing country is considered as an asset.

	<p>For this position, a bachelor's degree from a recognized academic institution in a relevant field may replace three years of related work experience. A master's degree may replace additional two years.</p> <p>Relevant experience in a UN system agency or organization is considered as an asset.</p>
Language Requirements:	<p>Fluency in Spanish is required. Knowledge of English is an asset.</p> <p>Knowledge of another official UN language or local language of the duty station is considered as an asset.</p>