

TERMS OF REFERENCE

(FOR Temporary Appointments)

UNICEF-BCO: TERMS OF REFERENCE (TOR)

Job Title and Level: Social Policy Specialist, NOC

Section: Cox's Bazar - Emergency Coordination

Duration: 364 days

Duty Station: Cox's Bazar

Reports to: Emergency Manager, Cox's Bazar

1. Organization context.

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the organization does — in programmes, advocacy, and 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 — will not only give all children the opportunity to fulfill their potential but also lead to sustained growth and stability of countries. 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.

UNICEF has been working in Bangladesh since 1952. In Cox's Bazar, following a refugee influx in 2017, there are currently one million Rohingya living in 34 refugee camps and Bhasan Island. More than half of this population (55%) are children, while 52 percent are women and girls among the overall 80 percent of women and children in the Rohingya population. The Rohingya rely entirely on humanitarian assistance for protection, food, water, shelter, and health, and they are living in temporary shelters in highly congested camp settings. While basic services have been provided, children still face disease outbreaks, malnutrition, inadequate educational opportunities, neglect, exploitation, violence, child marriage, and child labour.

The local host community has also been socially and economically affected by the refugee influx, with reduced income reported. The community is further reported to be coping negatively with this reduced income, with high child marriage and child labour. Among many other relief measures, UNICEF is designing and implementing social protection programmes and supporting GoB, in increasing coverage of social assistance programmes among the host communities to learn lessons to contribute to the development of a national shock-responsive social protection system in Bangladesh.

Purpose of the Job.

Under the supervision of the Emergency Manager, Cox's Bazar Field Office, and technical oversight from the Chief of Social Policy, Evaluation, Analytics and Research (SPEAR), Dhaka, the Social Policy Specialist will lead the design, implementation, documentation, and monitoring of social assistance interventions in response to the current crisis and act as technical lead on cash-based assistance (CBA) in inter-agency forums on behalf of UNICEF from strategic planning and formulation to delivery of concrete and sustainable results. The position will contribute to a) strengthening social protection coverage and its impact on children, b) the transparency, adequacy, equity, and efficiency of child-focused

public investments and financial management, and c) governance, decentralization, and accountability measures to increase public participation and the quality, equity, and coverage of social services. This encompasses both direct programme work with government and civil society partners as well as linkages and support to UNICEF teams working on education, health, nutrition, child protection, social behavior change, water, and sanitation.

2. Major duties and responsibilities:

Shock-responsive social protection

- Supports strengthening of integrated shock-responsive social protection systems, providing technical support to partners to improve the design of cash transfers and child grants and improve linkages with other social protection interventions such as social assistance/ social insurance, public works, and social care services as well as complementary services and intervention related to nutrition, health, education, water and sanitation, child protection. Support Humanitarian Cash Transfers (HCT) integration in identified UNICEF programmatic entry points. Develop strategies and build the capacity of colleagues and local stakeholders in designing and implementing of CBA, including beneficiary targeting, registrations, grievance redressals, monitoring (including PDM), and reporting.
- Coordinate and support capacity building of staff in payment and information systems for cash assistance – the web portals of FSPs and HOPE, respectively
- Supports the development of social assistance programmes with attention to increasing coverage of and impact on children, with special attention to the most marginalized. Immediate attention to the government’s flagship social assistance programme for children 0-4 years, Mother and Child Benefit Programme (MCBP) support integrated service (health, nutrition, birth registration) delivery for MCBP beneficiaries through the pilot project in Cox’s Bazar.

Supports improved monitoring and research around social protection impact on child outcomes, and use of data and research findings for strengthening programme results

- Coordinate vulnerability and deprivation analysis to inform the design of social protection programme which provides greater inclusivity to enhance inclusive social development for the most deprived population in the host community.
- Document lessons of MCBP integrated services implementation and ongoing HCTs for replications.
- Gather data and produce analysis to inform, design and plan the cash-based programming toward longer-term social protection schemes in collaboration with the government.

Represent UNICEF at inter-agency coordination platforms and regularly present at different Cox’s Bazar-level cash-based response meetings

- Cash Working Group (Transfers Working Group),
- UN Common Cash system (inter-agency collaboration UNICEF WFP, UNHCR, and IOM)
- Propose to supervisor potential partnerships and collaboration with internal and external counterparts, including those of the UN and national partners, to improve HCT/CBA

Child-sensitive social policy

- Provides timely, regular data-driven analysis about children, socio-economic context, emerging issues, and the impact of child-focused services – to support scaling-up specific social policy initiatives to reduce child poverty.
- Collaborates with local authorities to improve policies, planning, budgeting, consultation, and accountability processes so that decisions and child-focused service delivery more closely respond to the needs of local communities.
- Collaborates with the local authorities to strengthen capacity on quality data collection, analysis

	for policy development, planning, implementation, coordination, and monitoring of essential social services, with emphasis on community participation and accountability.
Public Finance for Children	<ul style="list-style-type: none"> • Works with sector colleagues to build capacity to undertake costing and cost-effectiveness analysis on priority interventions to help inform policy decisions on child-focused investments. • Supports identifying policy options for improved domestic financing of child-sensitive social protection interventions in Cox’s Bazar. • Undertakes and builds the capacity of partners for improved monitoring and tracking of public expenditure to support transparency, accountability, and effective financial flows for essential service delivery, including through support to district-level planning, budgeting, and public financial management as well as facilitating community participation
Programme Management	<ul style="list-style-type: none"> • Manages and coordinates technical support around child poverty, and social protection, including HCTs, public finance, and local governance in Cox’s Bazaar, ensuring it is well planned, monitored, and implemented in a timely fashion to support scale-up and delivery adequately. Ensures risk analysis and risk mitigation are embedded into the overall management of the support, in close consultation with UNICEF programme sections, Cooperating Partners, and governments. • Supports and contributes to effective and efficient planning, management, coordination, monitoring, and evaluation of the country programme. Ensures that the social policy project enhances policy dialogue, planning, supervision, technical advice, management, training, research, and support; and that the monitoring and evaluation component strengthens the monitoring and evaluation of the social sectors.

3. QUALIFICATION and COMPETENCIES (indicates the level of proficiency required for the job.)

EDUCATION & OTHER SKILL: An advanced university degree in one of the following fields is required: Economics, Public Policy, Social Sciences, International Relations, Political Science, or another relevant technical field.

WORK EXPERIENCE: A minimum of five years of relevant professional experience is required.

Experience working in a developing country is considered a strong asset.

Strong knowledge of social protection policy debates and evidence is a strong asset.

Experience in humanitarian data and information management will be considered an advantage.

Knowledge about and experience coordinating with government-owned social assistance programmes is an asset.

Demonstrated knowledge and experience in the use of CBA in emergencies will be a strong asset.

Familiarity with UNICEF’s programmes in emergency contexts is an advantage.

Experience in multi-stakeholder co-ordination and facilitation is desirable.

Background and/or familiarity with emergencies is considered a strong asset.

Ability to work independently and respond to feedback in a timely and professional manner will be considered an advantage.

LANGUAGE PROFICIENCY: Fluency in English is required. Knowledge of a local language is an asset.

COMPETENCIES/SKILLS: UNICEF foundational/functional competencies

Values

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

Core competencies

- 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

Child Safeguarding Certification

(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 children¹; or Measures to manage other safeguarding risks are considered unlikely to be effective².</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

¹ 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).

² i.e. the role-risk will be compounded by other residual risks.