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| C:\Users\rnaveed\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\8RXOBJ5Q\unicef.gif | **UNITED NATIONS CHILDREN’S FUND**  **JOB PROFILE** |

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| **I. Post Information** | |
| Job Title: **Data Center Specialist, Post # 114061, Case # IDS21012**  Supervisor Title/ Level: Social Policy Specialist (P3), Case # IDS21042  Organizational Unit: **Programme**  Post Location: **Country Office – Jakarta, Indonesia** | Job Level: **Level 3 (NO-C)**  Job Profile No.:  CCOG Code: **1L06**  Functional Code: **SOC**  Job Classification Level: **Level 3** |

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| 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:**  Evidence-informed planning and decision-making is central for achieving development gains for children in Indonesia.  Indonesia’s Government authorities at national and sub-national level collect a wealth of data on children, though much of this remains underutilized in informing and planning and decision-making. Given Indonesia’s strong capacity to generate data, UNICEF’s work focuses on supporting the government in improving and strengthening existing systems, and in enhancing the government ’s capacity to utilize innovations for data collection, visualization, analysis and use. At the national level, household survey data can help facilitate the identification of priority issues, inform strategic planning, and assist with the establishment of development targets. At the subnational level, particularly given highly decentralized governance systems, routinely-collected administrative data can help identify coverage gaps and support systems improvements. Further, new technologies for utilizing and synthesizing data for decision-making and public dialogue promise to improve effectiveness of service delivery for children and reaching the most marginalized at the decentralized level.  UNICEF is committed to supporting the Government of Indonesia to explore innovative ways to promote progress on key indicators and to strengthen capacity for monitoring of results and accountability systems.  **Purpose for the job**:  Under the general guidance of the supervisor, the Data Center Specialist is accountable for providing technical support towards strengthening capacity of national and subnational governments to analyse and use quality data on children towards increased realization of child rights. |

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| III. Key functions, accountabilities and related duties/tasks *(Please outline the key accountabilities for this position and underneath each accountability, the duties that describe how they are delivered. Please limit to four to seven accountabilities)* |
| **Summary of key functions/accountabilities:**   1. **Manage implementation of UNICEF Indonesia’s Digital Data programs for Children**  * Systematize SOPs for the management of UNICEF Indonesia’s Digital Data programs, including managing the planning and tracking of progress of data-driven projects and programs across the office, and assessing the feasibility, impact, cost and sustainability of the initiative. * Lead project management, including strategic planning for the development of data systems, allocation of human resources, and liaison with sector experts and relevant Government and other partners. * Develop program documentation for, including but not limited to, program briefs, presentations, donor reports, etc. * Build capacity in data analytics across clusters and field offices and Government. * Safeguard Ethics in Data collection and use.  1. **Establish and maintain partnerships for Data and Children**  * Establish and maintain partnerships with global, regional, and national stakeholders in the space of digital data initiatives for children to document, share and gather lessons on the latest developments. * Support the identification of relevant partnerships for UNICEF, to optimize its digital data programming for Children in Indonesia.  1. **Support Government to optimize the use and analysis of data to inform planning and financing for children at national and sub-national level**  * Collaborate with central and local authorities to strengthen capacity on quality data collection, analysis for policy development, planning, implementation, coordination, monitoring of essential social services, and towards the achievement of SDGs and children’s rights. * Support partners to help develop standards, procedures and partnerships for digital data projects. Assist partners to identify and assess new digital initiatives with immediate potential to improve UNICEF programming. Ensure digital innovations are monitored and evaluated for adjustment, acceleration and improvement of programme delivery and sustainability.  1. **Strengthened advocacy and partnerships for child-sensitive social policy**  * Support correct and compelling use of data and evidence on the situation of children and coverage and impact of child focused services – in support of the social policy programme and the country programme overall. * Establish effective partnerships with Government actors, bilateral and multilateral donors, NGOs, civil society and local leaders, the private sector, and other UN agencies to support sustained and proactive commitment to the Convention of the Rights of the Child and to achieve global UN agendas such as the Sustainable Development Goals. * Identify other critical partners, promotes awareness and builds capacity of partners, and actively facilitates effective collaboration within the UN family.  1. **UNICEF Programme Management**  * Ensure risk analysis and risk mitigation are embedded into overall management of the support, in close consultation with UNICEF programme sections, Cooperating Partners, and governments. * Support and contribute to effective and efficient planning, management, coordination, monitoring and evaluation of the country programme. |

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| IV. Impact of Results (*Please briefly outline how the efficiency and efficacy of the incumbent impacts its office/division and how this in turn improves UNICEF’s capacity in achieving its goals)* |
| The efficient and effective technical support provided to national and subnational governments to use and analyze quality data on children, contributes to achievement of goals and objectives to create a protective environment for children and thus ensure their survival, development and well-being in society. Achievements in social policy programmes and projects in turn contribute to maintaining/enhancing the credibility and ability of UNICEF to provide programme services for mothers and children that promotes greater social equality in the country. |

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| V. Competencies and level of proficiency required (please base on UNICEF Competency Profiles) | |
| **Core Values**   * Care * Respect * Integrity * Trust * Accountability | Core Competencies:   * Builds and Maintains Partnerships * Demonstrates self-awareness and ethical awareness * Drive to achieve results for impact * Innovates and embraces change * Manages ambiguity and complexity * Thinks and acts strategically * Works collaboratively with others * Nurtures, leads and manages people |

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| **VI. Recruitment Qualifications** | |
| Education: | An advance university degree in one of the following fields is required: Data Sciences, Information Management, Social Policy, Public Health, Economics or other relevant technical fields.  A combination of an advanced degree and practical experience in international development work may be substituted for the particular fields mentioned. |
| Experience: | A minimum of five years of relevant professional experience is required, in particular in project management and data analytics  Knowledge of UNICEF innovation tools is desirable  Experience in the design and facilitation of data related training, particularly to government counterpart, is desirable.  Experience in working related to mobile and emerging technology applied to development projects is an asset.  Experience of working in UN agencies or international organization is an asset.  Exposure to UNICEF programmatic areas including health, nutrition, WASH, communication, child protection and education is an advantage.  Background and/or familiarity with emergency is considered as a strong asset. |
| Language Requirements: | Fluency in English and Bahasa Indonesia is required. Knowledge of another official UN language is considered as an asset. |

