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

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| **I. Post Information** | |
| Job Title: **Social Policy Officer**  Supervisor Title/ Level: **Social Policy Specialist/Level 3**  Organizational Unit: **Social Policy**  Post Location: **UNICEF Country Office** | Job Level: **Level 2**  Job Profile No.:  CCOG Code: **1L06**  Functional Code: **SOC**  Job Classification Level: **Level 2** |

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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:**  The Social Policy Officer GJP is to be used in a UNICEF country office.  **Purpose for the job**:  Under the general guidance of the supervisor, the Social Policy officer is accountable for providing technical support and assistance in all stages of social policy programming and related advocacy from strategic planning and formulation to delivery of concrete and sustainable results. This includes programme, and specifically interventions aimed at supporting the poorest and most vulnerable under the Integrated Social Protection Agenda. This encompasses both direct programme work with government and civil society partners as well as linkages and support to teams working on education, health, nutrition, water and sanitation, and child protection. |

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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. **Strengthening social protection coverage and impact for children**  * Supports the implementation and scale up of the Integrated Social Protection, including Model of Social and Economic Assistance and Empowerment (IMSEA) project and Cash Plus both aim at (i) addressing immediate needs of poorest, most vulnerable and marginalized; and (ii) pproviding them with social and economic opportunities/ empowerments to strengthen their livelihoods and enhance resilience to current and future shocks and stresses. * Support social protection policies and programmes with attention to increasing coverage of and impact on children, with special attention the most marginalized including Muhamsasheen and Children with Disabilities. Identifies, generates and presents evidence to support this goal in collaboration with partners. * Supports strengthening of integrated social protection systems, providing technical support to partners to improve the design of IMSEA and Cash Plus, and improve linkages with other social protection interventions such as health insurance, public works and social care services as well as complementary services and intervention related to nutrition, health, education, water and sanitation, and child protection. * Supports improved monitoring and research around social protection impact on child outcomes and use of data and research findings for strengthening programme results.  1. **Strengthening capacity of local governments to plan, budget, consult on and monitor child-focused social services.**  * Where national decentralization processes are taking place, collaborates with central and 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 central and local authorities to strengthen capacity on quality data collection, analysis for policy development, planning, implementation, coordination, monitoring of essential social services, with emphasis on community participation and accountability.   **3. Strengthened advocacy and partnerships for child-sensitive social policy**   * Supports 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. * Establishes effective partnerships with the Government, 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. * Identifies other critical partners, promotes awareness and builds capacity of partners, and actively facilitates effective collaboration within the UN family.   **4. UNICEF Programme Management**   * Helps manage and coordinate technical support around child poverty, social protection, public finance and governance ensuring it is well planned, monitored, and implemented in a timely fashion so as to adequately support scale-up and delivery. Ensures risk analysis and risk mitigation are embedded into 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 planning project enhances policy dialogue, planning, supervision, technical advice, management, training, research and support; and that the monitoring and evaluation component strengthens monitoring and evaluation of the social sectors and provides support to sectoral and decentralized information systems. |

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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 the development and implementation of strategic advocacy and planning & formulation of social policy programmes/projects and the achievement of sustainable results, 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 (Based on UNICEF Competency Profiles) |
| **Core Values**   * Care * Respect * Integrity * Trust * Accountability   **Core Competencies**   * Nurtures, Leads and Manages People (1) * Demonstrates Self Awareness and Ethical Awareness (2) * Works Collaboratively with others (2) * Builds and Maintains Partnerships (2) * Innovates and Embraces Change (2) * Thinks and Acts Strategically (2) * Drives to achieve impactful results (2) * Manages ambiguity and complexity (2)   **Functional Competencies**   * Analyzing (2) * Applying Technical Expertise (2) * Learning & Researching (2) * Planning & Organizing (2) |

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| **VI. Recruitment Qualifications** | |
| Education: | A university degree in one of the following fields is required: Economics, Public Policy, Social Sciences, International Relations, Political Science, or another relevant technical field. |
| Experience: | A minimum of two years of relevant professional experience is required.  Experience working in a developing country is considered as a strong asset.  Background and/or familiarity with emergency is considered as a strong 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. |