



Classified Job Descriptions

Job Description Type:	Specific Job Description	Region:	HQ
Category:	IP (International Professionals)	Country:	Sweden
Reason for Classification:	Establishment of a new post	Duty Station:	Stockholm
Level:	P-4	Office:	Office of Innovation
Title:	Innovation Manager	Section:	Portfolio, Culture & Scale
Title Information in Parenthesis:	UPSHIFT Global Lead	Unit:	
CCOG Code:	1L08	Case Number:	
UNICEF Code:	INN	Post Number:	
Classified by:	Zsofia Laurova	Classified Date:	5/27/2024

Organizational Context:	<p>The Office of Innovation (OoI) works to catalyse UNICEF's and all its partners' expertise and resources against key children-outcomes bottlenecks, with a view to continuously ideate and scale the most effective solutions with transformational potential at scale to achieve the child-related SDGs.</p> <p>The office is doing this by continuously exploring new ways of accelerating results for children, investing across a range of early stage solutions, and harnessing internal and external expertise towards continuously iterating and finetuning the most promising solutions for children through a systematic portfolio management approach, and leveraging all stakeholders' innovation energy, knowhow and resources from intergovernmental, multilateral, private sector and non-governmental fora (think tank, academia).</p> <p>UPSHIFT is a social innovator accelerator for young people aged 10-24 that rapidly unlocks their generational potential to create real and tangible change in their lives and their communities. By equipping youth with essential skills like problem-solving, creativity, collaboration, leadership, and communication, UPSHIFT prepares them to take charge of their present and future as entrepreneurs, employees, and global citizens. Currently operational in 47 countries, UPSHIFT has reached 4.1 million adolescents and young people through more than 95 million learning hours.</p>
Purpose of the Job:	<p>UPSHIFT is currently in the transition-to-scale phase of innovation at UNICEF, which is a critical phase of high importance, with plans to be operational in 50 countries by the end of 2024 and by the next Strategic Plan be a core component of UNICEF programming to enable young people to build entrepreneurial skills that help achieve employment and begin their own socially focused businesses. In-country scaling efforts are progressing well, aiming for integration into national systems in response to increasing government demand. A pipeline of countries is at various stages of incorporating UPSHIFT delivery into their education systems, while others are exploring similar options as well as out of school modalities. Emerging delivery models, utilizing digital technologies to craft blended learning journeys, are showing promising cost-efficiency and will exponentially increase the amount of young people the innovation initiative is accessible towards. The transition to scale phase for UPSHIFT aims to support country offices and local government deliver UPSHIFT to a minimum of 5 million young people annually by 2030. The transition to scale also foresees a progressive transition for the UPSHIFT programme from the Office of Innovation to the Programme Group, which is where key initiatives for young people at UNICEF are mainstreamed. Few innovation</p>

initiatives make it to this stage, highlighting the importance of this role in terms of potential global transformative impact for children, if successful in this critical innovation phase.

The UPSHIFT Global lead is accountable for the development of the UPSHIFT global innovation scale strategy working closely with Adolescent Participation and Education counterparts in NYHQ, country office implementing the innovation programme, ensuring an evidence-based approach and for supporting its implementation in close collaboration with counterparts across multiple divisions within UNICEF. Should the work plan as progressed, the role will transition to UNICEF Programme Group once key evidence, strategic and financial benchmarks are met. Job responsibilities include:

Developing and leading the oversight of the UPSHIFT global scale strategy.
Providing UPSHIFT technical support to country offices and partner governments.
Evidence generation and knowledge management
Exploring digital scale models working closely with country offices at the forefront
Leading partnership strategy, fundraising, and working closely with donors.
Thought leadership in innovative approaches and their application to the project.
Team building, project and budget management:
Leading the global community of experts at the country level operationalizing UPSHIFT.
Building a sustainable transition-to-scale strategy bridging multiple UNICEF divisions.

Key functions, accountabilities and related duties/tasks:

Under the general direction of the P5 Senior Advisor, Innovation (Portfolio, Culture and Scale) and in close collaboration with PG Counterparts, the UPSHIFT Global lead duties and accountabilities include:

1) UPSHIFT global scale strategy

Lead the development of the UPSHIFT global scale strategies, with SMART outcomes and a clear theory of change in close cooperation with Programme Group counterparts, UNICEF regional offices, experienced country offices and external partners.

Coordinate the implementation of UPSHIFT scale strategy, in cooperation with Programme Group Counterparts and Regional Offices.

Promote new approaches and innovative ideas as part of the strategy development process/

2) UPSHIFT technical leadership and support

Support Regional Offices seeking to strengthen their capacities to provide Country Office level UPSHIFT support.

Provide technical support and advice to UNICEF Country Offices rolling out UPSHIFT, enabling them to adapt and launch UPSHIFT pilots.

Provide technical support and advice to UNICEF Country Offices implementing UPSHIFT and seeking to scale at national level.

Support delivery of regional and global UPSHIFT workshops.

3) Leading global evidence and knowledge management

Continue to build the evidence base and global evidence generation tools for UPSHIFT.

In close collaboration with Programme Group counterparts, develop global indicators and reporting procedure for UPSHIFT results including Key Performance Indicators relevant for internal reporting and partner engagement.

Manage the UPSHIFT global network as a dynamic and effective community of practice that supports South-South cooperation.

Ensure that UPSHIFT SharePoint resources are up to date as a useful and used repository for Country

Offices to build their capacity around UPSHIFT and save time and resources across the organization.

Support delivery of regional and global UPSHIFT workshops.

4) Explore digital scale models

Proactively drive digital transformation as a key enabler for sustainable, scalable UPSHIFT models at country level.

Explore options to establish scale models of UPSHIFT delivery through the Learning Passport.

Support the establishment of UPSHIFT Powered by Unisolve as a global solution, in close collaboration with Programme Group counterparts, Regional Offices and ICT.

Explore gaps in existing digital curriculum for blended delivery and identify options for the development of cross platform digital content, supporting UPSHIFT blended learning journeys.

5) Building donor and private sector partnerships & communications

Support the development of the global UPSHIFT brand and internal and external communication activities around UPSHIFT.

Broker innovative partnerships, mobilize resources, and spearhead new approaches, based on developments in the broader context.

Provide strategic direction for partnerships and networks through proactive collaboration with internal and external partners.

Working closely with the OOI Partnerships and Communications Senior Advisor on key collaborations and opportunities.

6) Team building, project and budget management

Provide a protective, nurturing team environment– in line with UNICEF's highest ethical standards and values.

Ensure project management coherence in the activities of the team, conveying strategic priorities and setting clear deliverables.

Manage inclusive teams featuring a variety of advocacy and non-advocacy professionals, to drive and deliver strategic advocacy initiatives.

Support mobilizing resources for undertaking advocacy.

Ensure effective and transparent management of budget and resources.

7) Community management

Continue to lead the creation of a UNICEF community of country office-based experts who share knowledge and receive training.

Design training modules for continue scale up for adoption and use by the community.

8) Transition to scale

Build the roadmap, creating a future vision for integration into UNICEF mainstream with programme colleagues as part of the process.

Develop and meet evidence and financial benchmarks to ensure the future success and sustainability

of upshift.

Develop and design the value proposition for member-state adoption with key colleagues at P4 level.

Impact of Results:

Efficiency and efficacy of the incumbent helps UNICEF maintain global and national partnerships with country offices and partner governments in over 40 countries by providing world class innovation support for the UPSHIFT project, and developing further collaborations. With relation to innovation efficiency and efficacy the incumbent enables UNICEF to take advantage with rapid adaptation of UPSHIFT to meet emerging needs while also overseeing the digitalisation of the content in collaboration with relevant platforms such as the Learning Passport. Overall, this helps UNICEF reach our strategic plan innovation goal (H1.6) of reaching over 1 million children.

Is this role a Representative, Deputy Representative, Chief of Field Office, the most senior Child Protection role in the office, Child Safeguarding Focal Point, or Investigator (OIAI)?:

No

Is this post a Direct contact role in which incumbent will be in contact with children either face-to-face, or by remote communication, but the communication will not be moderated and relayed by another person?:

No

Is this post a Child Data role in which incumbent will be manipulating or transmitting personal-identifiable information on children such as names, national ID, location data, or photos)?:

No

The selected candidate for this position will be required to engage with vulnerable children:

No

Competencies and level of proficiency required:

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 partnership (1)
Innovates and embraces change (1)
Thinks and acts strategically (1)
Drive to achieve results for impact (1)
Manages ambiguity and complexity (1)

Recruitment Qualifications: Education requirements: An advanced university degree (master's or higher) in Social Sciences, Humanities, International Relations, Economics, Business, or another relevant field.
A first degree plus an additional 2 years' (a total of 10 years) experience, may be accepted in lieu of a Master's degree.

Experience required: A minimum of 8 years of professional work experience in a relevant field, such as international development, innovation, social innovation or entrepreneurship.

Experience working in UNICEF country offices on innovative projects highly preferred, experience in a UN country office acceptable.

Experience working on UPSHIFT globally or locally is an advantage.

Direct experience of developing and delivering innovative entrepreneurship programmes within UNICEF, including training of UPSHIFT trainers.

Experience in project management and coordination of global innovation project within the UN highly desirable.

Experience in leading the development of regional or global scale strategies for skills building programmes.

Experience in building and maintaining a network of stakeholders, and in working with coalitions.

Experience in deploying digital platforms, tools and approaches in support of skills programmes.

Experience in working with multiple countries and with multiple stakeholders.

Evidenced experience in fundraising for entrepreneurship and skills building programmes.

Fluency in English and French is required. Knowledge of another UN language (Arabic, Chinese, Russian or Spanish) is highly desirable.

Attachments: [Head of Office approval.pdf](#)
[JD Innovation Manager UPSHIFT Global Lead P4 draft FT Rev.docx](#)
[New Org Chart.PNG](#)
[PCS org chart_May 2024.pdf](#)

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