

Job Description Type:	Specific Job Description	Region:	WCAR
Category:	NO (National Officers)	Country:	Senegal
Reason for Classification:	Establishment of a new post	Duty Station:	Kolda
Level:	NOC	Office:	Senegal
Title:	Child Survival & Development Specialist	Section:	Programme
Title Information in Parenthesis:		Unit:	Child Survival and Development in Field Office
CCOG Code:	1103n	Case Number:	
UNICEF Code:	HEA	Post Number:	72302
Classified by:	Ravail Naveed	Classified Date:	3/14/2019

Organizational Context:	<p>Through the main Dakar office and the field office (FO) in Kolda, UNICEF Senegal plays a pivotal role in contributing to the Government of Senegal's national priorities, including the attainment of the Sustainable Development Goals. The Child Survival & Development (CSD) team works with government partners and key stakeholders to ensure the survival, development and well-being of children. Twenty percent of Senegal's children live in the 5 regions covered by the Kolda Field Office. The situation in these regions in terms of child survival varies from one region to another. The under five mortality rate per region is as follows: Ziguinchor = 55‰; Kolda = 89‰; Sédhiou = 78‰; Kédougou = 74‰; Tambacounda = 80‰ (DHS, 2017). Of these 5 regions, 4 record the highest rates of stunting in the country (Kolda = 32%; Sédhiou = 27%; Kedougou = 29%; Tambacounda = 26% compared to a national rate of 17% (DHS, 2017).</p> <p>The challenges are therefore major. The current country programme (2019-2023) will capitalize on the lessons learned by a more systematic use of data, knowledge and evaluation findings to generate new evidence on results for children. It will strengthen multisectoral approaches with a focus on integrated service delivery for early childhood development (ECD) and support the UNICEF regional Key Results for Children (KRCs) in relation to immunisation, stunting, ending open defecation, birth registration, prevention of violence and early learning. These combined interventions will be implemented and closely monitored in the four regions of Kolda, Tambacounda, Sedhiou, Kedougou, with overall weakest child indicators.</p> <p>The CSD specialist position will enable, through the combined efforts of UNICEF teams at the central (Dakar) and sub-national level, to achieve significant results related to sectoral programmes with an intersectoral and transversal effect on beneficiary communities in the areas of concentration.</p>
Purpose of the Job:	<p>Under the overall supervision of the Chief, Field Office Kolda, and general technical guidance of the Chief, Child Survival and Development in the Dakar office, the CSD Specialist supports the development, coordination, management, implementation, monitoring, evaluation and reporting of program progress of the child survival and development program/projects (i.e. maternal, neonatal, adolescent health, child survival/development, nutrition, early childhood development, HIV/AIDs and WASH) of the field office within the country program. The Specialist provides technical guidance and programme support throughout the programming processes to facilitate the administration and achievement of concrete and sustainable results according to plans, allocation, results-based management approaches and methodology (RBM) and organizational Strategic Plans and goals, standards of performance and accountability framework.</p> <p>Working in close collaboration with the Kolda and central (Dakar) office, the post will provide strategic support and leadership in the delivery of technical assistance, innovation and knowledge sharing to effectively respond to the survival and developmental needs of children and women in the regions covered by the Kolda field office. In close collaboration with UNICEF Dakar office, government partners and other stakeholders, the CSD Specialist will provide technical and operational support to program planning, implementation, and monitoring in the geographical areas covered by Kolda field office, facilitating timely evidence-generation and networking and fostering partnerships, while ensuring alignment with the UNICEF-Government of Senegal Country Programme Action Plan and programme priorities. In addition to providing support and supervision to CSD team in field office, s/he will be responsible for direct technical support to the CSD programmes in the field office.</p>
Key functions, accountabilities and related duties/tasks:	<p>Within the delegated authority and under the given organizational set-up, the incumbent may be assigned the primary, shared, or contributory accountabilities for all or part of the following areas of major duties and key end-results.</p> <p>Summary of key functions/accountabilities</p> <ol style="list-style-type: none"> 1. Support to program development and planning for geographical areas covered by Kolda field office. 2. Program management, monitoring and delivery of results (including innovation, knowledge management and capacity building) in geographical areas covered by Kolda field office. 3. Technical and operational support to program implementation in geographical areas covered by Kolda field office. 4. Networking and partnership building to promote gain in efficiencies and influence scale up in geographical areas covered by Kolda field office. 5. Effective management of UNICEF presence, staff and assets in the Area of Responsibility <p>Details of key tasks in relation to key functions/accountabilities :</p> <ol style="list-style-type: none"> 1. Support to program development and planning <ol style="list-style-type: none"> 1.1 Timely sectoral analysis, input and support contributing to the situation analysis and its periodic update for effective programme planning, development and management in geographical areas covered by Kolda field office. <p>Supports/contributes to the preparation/design and conduct/update of situation analysis for the sector to establish a strategic plan for development, design and management of child survival and development related program interventions in the areas covered by the Kolda field office, by compiling, analyzing and evaluating information and providing the technical input and support to program interventions. Keeps abreast of development trends to enhance program management, efficiency and delivery. Prepares sectoral input to the programme documents, as needed.</p> <ol style="list-style-type: none"> 1.2 Workplan and output(s) are strategically established, implementation support is effectively provided, and planned results for areas of responsibilities in the field office are delivered in a timely manner through application of technical expertise <p>As functional leader of the child survival and development group in Kolda field office, exercises technical and programme management</p>

leadership for the development and implementation of the results based sectoral work plan and output(s) of the field office as well as for administration and monitoring of key innovative and modelling activities, consistent with the defined programme and geographic strategic priorities and approaches, working closely with the central (Dakar) office.

Ensures outputs and targets are achieved in a timely manner, through full coordination between activities and collaboration with implementing partners, by providing guidance and support to CSD staff in the field office.

1.3 Emergency preparedness is maintained, and in emergencies, emergency responses with effective coordination are provided

Supports emergency preparedness plan relating to child survival and development in the assigned areas. In case of emergency, assists in monitoring and assessing the nature and extent of the emergency in the assigned area, as required.

Provides assistance to the field and country Office in identifying where support is required.

In line with the Core Commitments for Children (CCCs) in Humanitarian Action, strengthens partnerships with the Health humanitarian actors within the Inter-Agency Standing Committee (IASC).

2. Program management, monitoring and delivery of results (including innovation, knowledge management and capacity building).

2.1 Child survival and development innovations and demonstration modelling are monitored in geographical areas covered by Kolda field office and evaluated for adjustment, acceleration and improvement of programme delivery and sustainability :

Actively monitors program/projects in areas of responsibility through field visits, surveys, periodic programme reviews, and/or exchange of information with government counterparts and other partners/stakeholders to assess progress, identify bottlenecks and potential problems and take timely decisions and actions to resolve issues and/or refer to relevant officials for timely resolution.

Provides technical advice and support to government officials and implementing partners in the planning and management of programmes in areas of assignment and promotes their sustainability.

Supports maintenance of information system for monitoring equity through geographical and sex aggregated data.

Works with other UNICEF sectors in the field office and programme communication to ensure integration of the child survival and development with other sectors. Contributes to building intersectoral experience and establish partnerships to promote innovative approaches to address immediate and underlying determinants of child health and well being.

Participates with UNICEF, Government, non-government organizations (NGOs) and other partners in assigned regions in the development of strategies and approaches relating to child survival and development. Monitors status to ensure achievement of strategic results in line with agreed Annual and Country Programme Outcomes and adopts corrective action to meet programme outputs.

Contributes to the identification and introduction of new approaches, methods and practices in government-led programme management for improving service delivery with emphasis on scale-up and sustainability of interventions and community participation.

2.2 Support and follow-up is provided for supply and non-supply assistance in the areas of assignment, and UNICEF and Government accountability is ensured for the effective disbursement of programme funds for Child Survival & Development

Coordinates with UNICEF Dakar CSD staff on supply and non-supply assistance activities in the areas of assignment in the field office, including support to planning and end-user monitoring, and ensures UNICEF, Government partners and all implementing partners' accountability in the areas of responsibility.

Certifies disbursements of funds in areas of responsibilities, ensuring those activities are within established plans of action and programme budget allotments; and orientates and supports the training of Government and UNICEF implementing partners in UNICEF supply and non-supply policies and procedures in close collaboration with the Dakar office.

Monitors the effective allocation, disbursement and liquidation of programme funds in areas of responsibility working in conjunction with the Dakar CSD team lead (budget owner), making sure that funds are properly coordinated, monitored and liquidated. Works with the partners to ensure submission of financial status reports to UNICEF field and country office in compliance with the regulations and guidelines.

Ensures Kolda field office CSD programme conducts recommended programmatic visits, regular follow up of recommendations from these visits and the initiation of necessary corrective measures and other important management indicators (financial execution and DCT liquidations). Supports planning and implementation of UNICEF's Harmonized Approach to Cash Transfers (HACT, which establishes common principles and processes for managing cash transfers between organisations) programmatic controls and the use of the results of these assurance activities to improve the quality of program design and implementation in areas of responsibility (especially through support to the follow-up actions). In close collaboration with Dakar CSD office, ensures that the results of audits, micro evaluations, spot-checks and end-user monitoring in the areas of responsibility inform/guide program implementation strategy

2.3 Relevant and strategic information is kept available to support the Child Survival and Development programme by the effective implementation of an integrated monitoring system

In collaboration with monitoring and evaluation and communication colleagues, conducts accurate and timely monitoring and data collection, and supports an integrated monitoring system (in consultation with all relevant stakeholders), working closely with UNICEF Dakar CSD team. Coordinates with internal and external partners to ensure that monitoring systems are properly designed, and that data collection and analysis from field visits are coordinated and standardised across programmes to feed into programme performance monitoring.

Provides assistance for evaluation exercises, programmes mid-term review, annual sector reviews and preview meetings with Government counterparts and all other relevant partners, working closely with UNICEF Dakar CSD team.

Analyses and evaluates monitoring data, ensures achievement of objectives and proposes corrective measures as appropriate. Keeps UNICEF Dakar CSD team lead regularly abreast of key challenges and progress.

2.4 Required programme/project reports are prepared in a timely manner and in compliance with the established guidelines and procedures

Contributes to the timely preparation of annual sector status reports in the areas of assignment and shares information with relevant partners as

	<p>required in compliance with the established guidelines and procedures.</p> <p>Participates in the preparation of programme reports for management, Board, donors, budget reviews, programme analysis, and annual reports, as needed.</p> <p>Prepares regular/mandated program/project reports for management, donors and partners to keep them informed of program progress.</p> <p>3. Technical and operational support to program implementation</p> <p>3.1 Quality technical assistance is provided to government and NGOs and all other partners at various stages of sub national-led programme implementation, monitoring and evaluation, including capacity building of government's and NGOs' personnel, and integration with other key programmes Provides technical support to sub-national governments and NGOs in the planning, development, implementation, and evaluation stages of the child survival and development programmes/projects.</p> <p>Identifies training needs; designs and conducts training and orientation activities for government personnel and beneficiaries and other relevant partners, for the purpose of capacity development, gain of efficiency, scaling up, sustainability of programme/projects and replication of services.</p> <p>3.2 The capacities of Field Offices' staff are strengthened through effective capacity building support in the development, implementation and management of the child survival and development programmes</p> <p>Designs and implements a staff training/development programme to upgrade the capacity of the field office staff with regard to competencies for technical requirements as well as for the programme development, implementation and management.</p> <p>Conducts relevant orientation, workshop, training and staff learning/development activities, including relying on technical support from country office and partnerships with collaborating agencies to provide state-of-the-art -technical information to staff.</p> <p>4. Networking and partnership building</p> <p>4.1 Effective working relationships with internal and external counterparts are kept for advocacy, technical coordination, information sharing and knowledge networking Coordinates activities and exchanges information and knowledge with other programmes to contribute to achievement of overall country programme objectives.</p> <p>Builds up effective monitoring, knowledge database/network and reporting systems to ensure the availability of current and accurate programme information/data, and contributes to the development of communication materials and strategies to support advocacy and community engagement for child survival and development; and to widen partnership with stakeholders at various levels, including regional, district, community and household levels as well as with funding partner including the private sector in order to fulfil programme priorities, including the attainment of the Sustainable Development Goals agenda.</p> <p>Facilitates partnership and collaboration with external counterparts, including those of the UN sub-national partners, in order to improve the ability to collect and disseminate relevant data, and to exchange information on programme/project development and implementation. Facilitates exchange of knowledge, information, experience and lessons learned.</p> <p>5. Effective management of UNICEF presence, staff and assets in the Area of Responsibility</p> <p>5.1 Day-to-day coordination of the child survival and development programme in the Field Office and other assigned duties and responsibilities are effectively accomplished Coordinates, supervises and manages health, nutrition and WASH staff in the field office and responsible for direct technical support for UNICEF CSD programme in the field office. Assumes any other duties and responsibilities assigned as appropriate to the purpose of this post, and delivers the results as required.</p> <p>5.2 As first OIC in the absence of the Chief of Field Office, represents UNICEF in the region by participating in meetings and events, moving forward the agenda for children.</p> <p>Facilitates, takes and implements measures to ensure safety and security of UNICEF staff and assets. Effectively leads the Field Office team, manages the performance and conducts the staff members to deliver results for children, as first OIC, in the absence of the Chief of Field Office.</p>
Impact of Results:	<p>The efficiency and efficacy of program preparation planning and implementation of the child survival and development program/projects contributes to the delivery of concrete and sustainable results for the Field Office/Country program that directly impacts the improvement of the survival and development of the most marginalized and vulnerable women and children in the country. This in turn contributes to maintaining/enhancing the credibility and ability of UNICEF to provide program services to protect the rights of children, promote greater social equality to enable children to survive, develop and reach their full potential.</p>
Competencies and level of proficiency required:	<p>Core Values</p> <ul style="list-style-type: none"> Commitment Diversity and inclusion Integrity <p>Core competencies:</p> <ul style="list-style-type: none"> Communication [II] Working with People [II] Drive for Results [II] <p>Functional Competencies:</p>

<p>Recruitment Qualifications:</p>	<p>Leading and Supervising (I) Formulating Strategies and Concepts (II) Analyzing (III) Relating and Networking (II) Deciding and Initiating Action (II) Applying Technical Expertise (III) Relating and networking (I)</p> <p>Education:</p> <p>Advanced University degree is required in one of the following fields: Public Health, Nutrition, Medicine, Health Research, International Health, Health Policy and Management, Environmental Health Sciences, Family Health, Biostatistics, Socio-medical Sciences, Epidemiology, Health Education, Health Promotion and Disease Prevention, Educational Interventions in Health Care, Nursing or a field relevant to international development assistance in Health.</p> <p>Experience:</p> <p>A minimum of five years of professional work experience at the subnational and national levels in planning, programming, implementation, monitoring and evaluation of technical cooperation programmes related to health, nutrition or WASH.</p> <p>Professional work experience in a managerial position, or a technical expert position in child survival & development.</p> <p>Field work experience required.</p> <p>Background / familiarity with emergency and gender mainstreaming is an asset.</p> <p>Language Requirements:</p> <p>Fluency in French and English is required. Knowledge of the local language of the duty station.</p>
<p>Attachments:</p>	<p>Approval Representative CSD NOC Kolda Senegal.pdf Organization Chart Field Office Kolda.pdf</p>

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