



UNITED NATIONS CHILDREN'S FUND (GENERIC) JOB PROFILE

I. Post Information

Job Title: Nutrition Cluster Coordinator Supervisor Title/ Level: Emergency Specialist- SoP office Organizational Unit: Emergency / Cluster coordination Post Location: SoP Country Office	Job Level: Level 4 (P4) Job Profile No.: CCOG Code: Functional Code: Job Classification Level: Level 4
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II. Organizational Context and Purpose for the job

Humanitarian action is of fundamental importance to UNICEF and encompasses interventions aimed at saving lives, alleviating suffering, maintaining human dignity, and protecting the rights of affected populations wherever there are humanitarian needs, as well as interventions addressing underlying risks and causes of vulnerability to disasters, fragility and conflict. UNICEF's humanitarian action is guided by the Core Commitments for Children in Humanitarian Action (CCCs) which set organizational, programmatic and operational commitments and benchmarks against which UNICEF holds itself accountable for the coverage, quality and equity of its humanitarian action and advocacy and which are mandatory for all UNICEF personnel.

Furthermore, UNICEF is committed to support humanitarian coordination through the cluster approach. Introduced as part of the humanitarian reform, the cluster approach, aims at ensuring clear leadership, predictability and accountability in international responses to humanitarian emergencies by clarifying the division of labor among organizations and better defining their roles and responsibilities within the different sectors involved in the response. As a member of the IASC, UNICEF work along with national and local stakeholders (including national and local authorities, CSOs, and communities) to support humanitarian coordination and to improve the collective impact of humanitarian response. Whether the cluster approach is activated or not, UNICEF plays a key role in both global and country-level interagency coordination for its areas of programmatic responsibility. As Cluster Lead Agency (CLA) for Nutrition UNICEF is committed to fulfil the core functions defined by the IASC. A well-run Cluster coordination team is a formal deliverable of the Cluster Lead Agency and forms a part of the agency's work.

Job organizational context: The Nutrition Cluster Coordinator (level 4) in the State of Palestine UNICEF office (SoP) will report to the Emergency specialist and will work very closely with the other clusters coordinators and the Chief of health and nutrition section.

Purpose of the job: Under the overall direction and guidance of the Emergency specialist, the Nutrition Cluster Coordinator will provide leadership and representation of the Nutrition Cluster. They will facilitate the processes that will ensure a well-coordinated, strategic, adequate, coherent, and effective response by participants in the Nutrition Cluster that is accountable to those who are affected by the emergency. In their effort to provide an efficient and effective response to the humanitarian crisis, the Nutrition Cluster Coordinator is responsible for building

relationships with stakeholders, for securing the overall coordination of sectoral responses and for ensuring inter-sectoral collaboration.

III. Key function, accountabilities and related duties/tasks

The post holder is responsible for providing predictable, timely and strategic leadership and representation for the SoP Nutrition Cluster to ensure a timely and effective Cluster response. The post holder is responsible for leading multiple stakeholders, beyond their immediate team of direct reports, to work collectively towards the realization of a shared goal based on evidence in a complex humanitarian environment.

The post holder's main tasks and responsibilities will include but not be limited to:

Coordination, representation, and leadership

- Ensure, establish, and maintain a coordination mechanism that facilitates the effective achievement of the cluster functions (as outlined by the IASC Reference Module) and the requirements of the HPC (HNO, HRP and CCPM) and which builds on pre-existing coordination structures where appropriate and furthers the development of current or future national and subnational capacities,
- Oversee the functioning of any sub-national or hub Cluster where they exist, ensuring alignment of work and priorities, effective communication, reporting, engagement and coordination between the levels,
- Supervise the Cluster coordination team at national and sub-national level,
- Ensure appropriate coordination and build partnerships with all relevant sector stakeholders including government counterparts and national authorities, local, national and international organizations, other AoRs/ Clusters, and affected populations,
- Build complementarity of partner actions within the Cluster, pro-actively negotiating with partners to avoid and resolve duplication and gaps,
- Coordinate, collaborate and represent the Nutrition Cluster with stakeholders across all clusters, including through inter-cluster coordination fora, developing cross-sectoral relationships as appropriate.

Needs assessment and analysis

- Lead the planning and implementation of needs assessment and analysis, including representing the Nutrition Cluster in multi-sectoral needs assessments and joint analysis of need, at national and subnational levels,
- Analyse needs assessment data and work collaboratively with the Nutrition Cluster partners to create analytical products, including an HNO based on evidence-based information.

Strategic response planning

- Lead and coordinate strategic planning, response prioritization and the development of the sectoral response plan that is based on the HNO and aligned with national priorities, policies and plans,
- Ensure all programme delivery modalities (in-kind, cash, voucher and services) are given equal consideration in the strategic response planning and establish and implement systematic measures for supporting their consideration and use,
- Provide technical expertise and advice to Nutrition Cluster partners to ensure activities are relevant, appropriate and in line with national priorities and communities' needs,

- Ensure that the Nutrition Cluster response plan is updated regularly according to evolving needs and that it establishes indicators by which performance of the cluster can be measured,
- Engage with OCHA and other AoRs/ Clusters to contribute to the development of the HRP, advocating for a response that reflects and addresses the concerns of the Nutrition Cluster.

Resource mobilization and advocacy

- Support and coordinate the mobilization of adequate resources to ensure the effective functioning of the Nutrition Cluster and its response and subsequent handing over and establishment of medium to long term capacities when the cluster approach is deactivated,
- Monitor, analyze and communicate information about the Nutrition Cluster's financial situation and resource mobilization and identify appropriate actions to address gaps or constraints,
- Advocate for improved sectoral outcomes, by developing an advocacy strategy, networking with advocacy allies, influencing stakeholders' decision-making.

Implementation and monitoring

- Monitor, evaluate and report on the coverage, equity, quality, and progress of the response against the Nutrition Cluster strategy, priorities and agreed results,
- Plan and support gap and coverage analysis to identify spatial and temporal gaps, overlaps and coverage of the Nutrition Cluster humanitarian response,
- Monitor Nutrition Cluster adherence to IASC cluster approach principles, relevant humanitarian and sectoral agreements, standards, initiatives and guidelines and support partners to make improvements.

Operational peer review and evaluation

- Lead the annual cluster coordination performance monitoring (CCPM) exercise and annual review and contribute to other sectoral and humanitarian evaluations as appropriate.

Accountability to affected populations

- Be accountable to the affected population by establishing inclusive and consultative feedback mechanisms, creating meaningful opportunities for the involvement of the affected population in the response and encouraging partners to operate accountably,
- Ensure the inclusion of cross cutting issues (age, child protection, disability, gender, gender-based violence (GBV) mitigation and response and HIV & AIDS) in Nutrition Cluster activities throughout the HPC,
- Establish and implement systematic measures for supporting inclusive work practices and processes,
- Adhere to child safeguarding and PSEA policies including procedures for challenging and reporting incidents and ensure other members of the coordination team comply.

Strengthen national and local capacity

- Encourage participation of local and national actors in Nutrition Cluster activities and strategic decision-making, removing barriers to access,
- Lead the development of a capacity assessment and capacity strengthening strategy for Nutrition Cluster members and oversee implementation and harmonization of initiatives,
- Lead early warning, contingency planning, and emergency preparedness efforts for the Nutrition Cluster, ensuring adequate cluster participation in inter-cluster early warning, contingency planning, and emergency preparedness activities.

IV. Impact of Results

Working in partnership with Nutrition Cluster participants, the Nutrition Cluster Coordinator provides leadership and representation for the Nutrition Cluster. This contributes to the predictability and accountability of humanitarian action, in line with the aims of the cluster approach and IASC principles, and ensures that the humanitarian response is well-coordinated, strategic, adequate, coherent, effective and builds the resilience of the affected population. It also contributes to maintaining and enhancing the credibility and ability of UNICEF to fulfil its commitments as Cluster Lead Agency, in line with the CCCs. By identifying opportunities from the onset and throughout the humanitarian response to build resilience of the affected population, for programming and coordination capacity and leadership, the Nutrition Cluster Coordinator also contributes to a smooth phasing out of the internationally led Cluster Leadership.

V. Competencies and level of proficiency required (based on UNICEF Professional Competency Profiles)

Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability

Core Competencies

- Nurtures, Leads and Manages People (3)
- Demonstrates Self Awareness and Ethical Awareness (3)
- Works Collaboratively with Others (3)
- Builds and Maintains Partnerships (3)
- Innovates and Embraces Change (3)
- Thinks and Acts Strategically (3)
- Drives to Achieve Impactful Results (3)
- Manages Ambiguity and Complexity (3)

Coordination Competencies

- Applies Humanitarian Principles, Standards and Guidelines (2)
- Applies Key NiE Concepts and Tools (2)
- Operates Safely and Securely (2)
- Demonstrates Commitment to a Coordinated Response (2)
- Promotes Cooperation and Collaboration (2)
- Demonstrates Accountability (2)
- Promotes Inclusion (2)
- Provides Influential and Strategic Leadership (2)
- Analyses and Communicates Information (2)
- Supports Resource Mobilization (2)
- Advocates for Improved Nutritional Outcomes (2)

- Monitors the Response (2)
- Strengthens National Capacity to Respond and Lead (2)

(See the GNC Competency Framework for Cluster Coordination for more information on the Coordination Competencies.)

VI. Recruitment Qualifications

Education:	An advanced university degree in one of the following fields is required: nutrition, public health, nutritional epidemiology, global/international health and nutrition, health/nutrition research, policy and/or management, health sciences, humanitarian assistance and development or another health-related science field.
Experience:	<p>A minimum of 8 years of professional experience in nutrition, public health, nutrition planning and management, or maternal, infant and child health/nutrition care is required with experience at international level preferred. Relevant experience in health/nutrition programme/project development and management in a UN system agency or organization is considered an asset.</p> <p>Direct, practical experience in the design, implementation and/ or coordination of nutrition interventions through community-based platforms, and effective intersectoral collaboration is strongly desired.</p> <p>A minimum of two years of experience of Nutrition Cluster/ Sector coordination is desirable.</p> <p>Prior experience in partnership development and management, including bilateral donors, foundations and civil society is strongly desired.</p> <p>Experience in effective management of human resources/teams in high stress/risk environments is desirable.</p> <p>Experience in humanitarian contexts is required with experience in development contexts an added advantage.</p> <p>Experience of demonstrating analytical and persuasive writing skills, editing skills, and the ability to convey complex information in a clear manner to a diverse audience is required.</p>
Language Requirements:	Fluency in English is required. Knowledge of the UN language of the duty station or other UN languages is considered an asset.

VII. Technical requirements

The post holder must demonstrate excellent knowledge and skills in the following areas:

Humanitarian architecture, cluster approach and core functions

- Key process and features of the humanitarian programme cycle (HNO, HRP and CCPM), the humanitarian reform process and the transformative agenda, the Humanitarian-Development Nexus and the Grand Bargain Commitments,
- IASC Guidance Note on Strengthening Participation, Representation and Leadership of Local and National Actors in IASC Humanitarian Coordination Mechanisms, IASC Results Group 1 on Operational Response, (2021),
- IASC Reference Module for Cluster Coordination at Country Level (2015),
- IASC Guidance Note on Using the Cluster Approach to Strengthen Humanitarian Response (2006).

Humanitarian principles, standards and guidelines

- Core Commitments for Children in Humanitarian Action, (2020), UNICEF,
- Cluster Coordination Guidance for Country Offices (2015), UNICEF
- The Sphere Handbook, (2018), Sphere,
- Core Humanitarian Standard on Quality and Accountability, (2014), CHSA,
- Code of Conduct for the International Red Cross and Red Crescent Movement and Non-Governmental Organizations (NGOs) in Disaster Relief, (1994), ICRC,
- Accountability to Affected Populations: The Operational Framework, (2013), IASC,
- Principles of Partnership: A Statement of Commitment, (2007), ICVA,
- Availability, Accessibility, Acceptability, Quality (AAAQ) framework: A tool to identify potential barriers in accessing services in humanitarian settings, (2019), UNICEF,
- Statement on the Centrality of Protection in Humanitarian Action, (2013), IASC,
- Special Measures for Protection from Sexual Exploitation and Sexual Abuse, (2008), Secretary General Bulletin,
- Guidelines for Integrating Gender-Based Violence Interventions in Humanitarian Action, (2015), IASC.

Nutrition in Emergencies principles, standards, concepts, tools and resources

- Key issues in nutrition programming in humanitarian settings including:
 - Measuring and monitoring the nutrition situation,
 - Identifying needs and interventions,
 - Designing and managing nutrition programmes,
 - Adopting integrated and systems-based approaches to programming,
 - Engaging communities for nutrition action,
 - Coordinating and collaborating with others,
 - Advocating for improved nutrition outcomes,
 - Promoting resilience to shocks,
 - Strengthening capacities to protect, promote and support nutrition,
 - Promoting access to nutritious diets,
 - Protecting and supporting infant and child nutrition,
 - Protecting nutrition in middle childhood and adolescence,
 - Protecting nutrition in women of child-bearing age,
 - Protecting nutrition in people with additional needs related to health, age, disabilities or context,
 - Detecting and treating malnutrition.
- Essential Nutrition Actions: Mainstreaming Nutrition Through the Life-Course, (2019), WHO,

- Global Action Plan on Child Wasting: A framework for action to accelerate progress in preventing and managing child wasting and the achievement of the Sustainable Development Goals, (2020),
- No Time to Waste – UNICEF's approach for the prevention, early detection and treatment of wasting in early childhood (2021),
- Nutrition Cluster Handbook (2013),
- Nutrition Cluster Coordination and information management toolkits,
- Sustainable Development Goals, Goal 2: Zero Hunger,
- UNICEF's Approach to Scaling Up Nutrition: For Mothers and their Children, (2015),
- UNICEF Nutrition Strategy 2020-2030, (2020),
- UNICEF Programming Guidance: Improving Young Children's Diets During the Complementary Feeding Period (2020).