



## SPECIFIC JOB PROFILE

### I. Post Information

Job Title: **Advocacy & Policy Officer NO2 (Post# 90713)**  
Supervisor Title/ Level: **Chief, Advocacy, Partnerships and Communication P5 (Post# 86148)**  
Organizational Unit: **Advocacy, Partnerships and Communication**  
Post Location: **Yangon**

Job Level:  
Job Profile No.:  
Job Classification Level:

### II. Strategic Office 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 programs, 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.

#### **Strategic office context :**

UNICEF Myanmar is one of the longest-serving international organizations in Myanmar, working for almost 70 years to promote and protect the rights of children in the country. UNICEF Myanmar works with the Government of Myanmar to advocate, develop and implement policies and strategies that support improvements for children and communities, and ensure that every child has access to essential services.

With particular emphasis on reaching the most vulnerable children in Myanmar, UNICEF operates five main programmes: 1) Health and Nutrition Water; 2) Sanitation and Hygiene; 3) Education; 4) Child Protection; and 5) Social policy and child rights monitoring.

In addition to these regular programmes, UNICEF Myanmar is engaged in emergency responses in support of the most vulnerable children and their families. The Advocacy, Partnerships and Communication Section supports implementation of advocacy and communication strategies in support of programme efforts, with the aim of driving positive change for children in Myanmar.

#### **Purpose of the position:**

Under the supervision of the Chief of Advocacy, Partnerships and Communication, the Advocacy Officer is responsible for planning, implementation, monitoring and evaluation of UNICEF Myanmar's advocacy strategy. He/she will be responsible for establishing strategic relationships

and partnerships with key external stakeholders in order to further UNICEF's advocacy efforts on behalf of children.

### **III. Key functions, accountabilities and related duties/tasks:**

Under the Supervision of Chief of Advocacy, Partnerships and Communication, the incumbent will be responsible for the following duties and tasks:

- Coordinate development and implementation of UNICEF Myanmar's advocacy strategy, working closely with APC partnerships and communication colleagues, and across office sections, to ensure a coherent approach.
- Coordinate with programme and programme effectiveness sections, as well as field offices, to coordinate and guide their advocacy efforts.
- Undertake regular analysis of the political and socioeconomic landscape in Myanmar and use this analysis to identify strategic opportunities and threats, proposing and implementing appropriate response measures and sharing intelligence as appropriate among office colleagues in support of cross-office advocacy efforts.
- Build and nurture UNICEF's relationship and values-based partnership with key stakeholders including Parliamentarians, faith based organisations and faith leaders, civil society organizations, private sector entities and think-tanks, leveraging these relationships in support of UNICEF advocacy objectives.
- Assist in preparation of briefing notes for high level meetings and visits, and provide support for planning, logistics and administrative arrangements around such meetings and visits.
- Develop policy briefs, advocacy and communication products, in coordination with relevant programme sections.
- Support provision of advocacy capacity building for office colleagues and partners through trainings, development of standard operating procedures and guidance, etc.
- Provide support for other activities of the Advocacy, Partnerships and Communication Section, as required.

### **IV. Impact of Results**

The Advocacy Officer will directly contribute to Output 4 of the Myanmar Country Programme, "The rights of children in Myanmar are better promoted through effective advocacy, partnerships and communication." The work of the Advocacy Officer will be instrumental in coordinating the development and implementation of advocacy strategy, and supporting related communication and partnership efforts, thereby contributing to achievement of Output 4.

### **V. Competencies and level of proficiency required**

<p><b><u>Core Values attributes</u></b></p> <ul style="list-style-type: none"> <li>• Care</li> <li>• Respect</li> <li>• Integrity</li> <li>• Trust</li> <li>• Accountability</li> <li>• Sustainability</li> </ul> <p><b><u>Core competencies skills</u></b></p> <ul style="list-style-type: none"> <li>▪ Demonstrates Self Awareness and Ethical Awareness (1)</li> <li>▪ Works Collaboratively with others (1)</li> <li>▪ Builds and Maintains Partnerships (1)</li> <li>▪ Innovates and Embraces Change (1)</li> <li>▪ Thinks and Acts Strategically (1)</li> <li>▪ Drives to achieve impactful results (1)</li> <li>▪ Manages ambiguity and complexity (1)</li> </ul>	<p><b><u>Functional competencies</u></b></p> <ul style="list-style-type: none"> <li>• Formulating Strategies and Concepts (1)</li> <li>• Analysing (1)</li> <li>• Relating and Networking (1)</li> <li>• Persuading and influencing (1)</li> <li>• Applying Technical Expertise (1)</li> <li>• Learning and Researching (1)</li> <li>• Planning and Organizing (1)</li> </ul>
--	---

<b>VI. Recruitment Qualifications</b>	
Education:	<ul style="list-style-type: none"> <li>• A university degree in one of the following fields is required: Social Sciences, International Law, Political Science, Communication, Journalism, and development studies or another relevant field.</li> </ul>
Experience:	<ul style="list-style-type: none"> <li>• At least 2 years work experience in Government, the media, non-government organizations, the United Nations, international organizations, or relevant private sector cooperations.</li> <li>• Proven ability to develop and implement advocacy strategies, ideally through experience working in a relevant organisation from the United Nations, non-governmental organisations, government bodies, delivery agencies including line ministries at Union, States and Regions, faith-based organisations, media, and/or private sector.</li> <li>• Demonstrated familiarity with Myanmar’s political and socioeconomic context, and with the development and humanitarian issues facing children in Myanmar, and ability to synthesize analysis, advocacy strategies and policy briefs from a wide range of information sources.</li> </ul>
Language Requirements:	<ul style="list-style-type: none"> <li>• Written and spoken fluency in English and Myanmar is required.</li> </ul>