

UNICEF – BURUNDI

TERMS OF REFERENCE FOR TEMPORARY CONTRACT

JOB TITLE	:	Social Policy Officer (Social Protection)
CONTRACT TYPE	:	TA
JOB LEVEL	:	NOB
DURATION	:	11 Months
LOCATION	:	Bujumbura, Burundi

I. JOB ORGANIZATIONAL CONTEXT

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.

The Social Policy GJP is to be used in a UNICEF country office reporting to the Chief of Social Policy who is at level 4

II. PURPOSE OF THE POSITION

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 programmes aimed at improving (a) public policies to reduce child poverty; (b) social protection coverage and impact on children; (c) the transparency, adequacy, equity and efficiency of child-focused public investments and financial management; and (d) governance, decentralization and accountability measures to increase public participation and the quality, equity and coverage of social services. This encompasses both direct programme work with government and civil society partners as well as linkages and support to teams working on education, health, child protection, water and sanitation, and youths/C4D.

III. KEY FUNCTION, ACCOUNTABILITIES AND RELATED DUTIES/TASKS

Summary of key functions/accountabilities:

1. Strengthening social protection coverage and impact for children

- Supports the development of social protection policies, legislation and programmes with attention to increasing coverage of and impact on children, with special attention the most marginalized. 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 cash transfers and child grants 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, child protection and Youths/C4D.
- Supports improved monitoring and research around social protection impact on child outcomes and use of data and research findings for strengthening programme results.

2. 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.

3. 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.

IV. IMPACT OF RESULTS

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.

V. COMPETENCIES AND LEVEL OF PROFICIENCY REQUIRED (BASED ON UNICEF PROFESSIONAL COMPETENCY PROFILES).

i) Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability

ii) Core Competencies (For Staff without Supervisory Responsibilities) *

- Demonstrates Self Awareness and Ethical Awareness (1)
- Works Collaboratively with others (1)
- Builds and Maintains Partnerships (1)
- Innovates and Embraces Change (1)
- Thinks and Acts Strategically (1)
- Drive to achieve impactful results (1)
- Manages ambiguity and complexity (1)

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.

Computer skills: (Word, Excel, Power point) are required.

Language Requirements: Fluency in French is required and strong working knowledge in English is an asset.