



UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

I. Post Information

Job Title: **Social Protection Officer**
Supervisor Title/ Level: **Social Policy Specialist**
Organizational Unit: **Social Policy**
Post Location: **UNICEF Country Office**

Job Level: **Level 1**
Job Profile No.:
CCOG Code: **1L06**
Functional Code: **SOC**
Job Classification Level: **Level 1**

II. Organizational Context and Purpose for the job

In response to the ongoing crisis, UNICEF Yemen and its partners are implementing an Integrated Model of Social and Economic Assistance and Empowerment (IMSEA) Programme– a multi-sectoral approach aimed at joining up social benefits, social services and other social and economic inputs/interventions to achieve improved outcomes for the poorest and most vulnerable, strengthen their resilience to shocks and stresses, and enhance greater collocation, collaboration and cooperation within and between different sectors.

Under IMSEA and as part of the social investment pillar, UNICEF is launching economic empowerment interventions targeting adolescents and young youth, females in particular, from Muhamashin communities whom already are part of IMSEA targeted communities. The project will also be targeting other vulnerable groups namely children with disabilities and their families.

Under the general guidance of the Social Policy Specialist, the Social Protection Officers will provide professional technical assistance and support for social protection programme design, planning and implementation, management and evaluation of programme/project activities, focusing on empowering adolescents economically and strengthening social protection coverage and impact for children with disabilities, and the integrated social protection interventions in particular.

Purpose for the job:

Under the general guidance of the supervisor, the Social Protection officer is accountable for providing technical support and assistance in all stages of social protection programming and related advocacy from strategic planning and formulation to delivery of concrete and sustainable results. Mainly the focus will be on programmes aimed at improving social protection coverage and impact on children. 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.

III. Key functions, accountabilities and related duties/tasks *(Please outline the key accountabilities for this position and underneath each accountability, the duties that describe how they are delivered. Please limit to four to seven accountabilities)*

Summary of key functions/accountabilities:

1. Strengthening social protection coverage and impact for children with disabilities, and the IMSEA project in particular

- Supports the scaling up and implementation of the Integrated Model of Social and Economic Assistance and Empowerment (IMSEA) project aimed at:
 - ✓ addressing immediate needs of vulnerable children and children with disabilities and their families;
 - ✓ and (ii) providing them with social and economic opportunities / empowerments to strengthen their livelihoods and enhance resilience to current and future shocks and stresses.
- Support social protection policies and programmes with attention to increasing coverage of and impact on children with disabilities. 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 IMSEA, 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 HIV.
- Supports improved monitoring and research around social protection impact on children with disabilities outcomes, and use of data and research findings for strengthening programme results.

2. Improving data on CWDs poverty & vulnerability and increased use for policy and programme action

- Supports the collection, analysis and user-friendly presentation of data on multidimensional and monetary poverty of children with disabilities, including strengthening national capacity to collect routinely, report and use data for policy decision-making.
- Provides timely, regular data-driven analysis for effective prioritization, planning, and development; facilitates results-based management for planning, adjusting and scaling-up specific social policy initiatives to reduce child poverty.
- Analyses the macroeconomic context and its impact on social development, emerging issues and social policy concerns, as well as implications for children with disabilities, and proposes and promotes appropriate responses in respect of such issues and concerns including government resource allocation policies and the effect of social welfare policies on the rights of children with disabilities.

3. Strengthening capacity of local governments to plan, budget, consult on and monitor social services focused on children with disabilities.

- Where national decentralization processes are taking place, collaborates with central and local authorities to improve policies planning, consultation and accountability processes so that decisions and disabled child-focused service delivery more closely respond to the needs of local communities.
- Collaborates with the central and local authorities to strengthen capacity on quality data collection, analysis for policy development, planning, implementation, coordination, monitoring of essential social services, with emphasis on community participation and accountability.

4. Contributing to the strengthening of advocacy and partnerships for disabled children-sensitive social policy

- Supports correct and compelling use of data and evidence on the situation of children with disabilities and coverage and impact of disabled 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

	<p>Rights of the Child and Convention on the Rights of Persons with Disabilities, and to achieve global UN agendas such as the Sustainable Development Goals.</p> <ul style="list-style-type: none"> - Identifies other critical partners, promotes awareness and builds capacity of partners, and actively facilitates effective collaboration within the UN family. <p>5. Supporting the launching of the economic empowerment activities</p> <ul style="list-style-type: none"> - Provide technical support, guidance to all the phases of the Economic Empowerment interventions under the integrated social protection agenda of the section. - Act as the focal point of the economic empowerment interventions. - Supervise the capacity building of the project participants - Liaise with relevant actors for the financial inclusion of beneficiaries, linking them with micro-finance institutions and training as relevant. - Define a social entrepreneurship approach tailored to the Yemen context and targeted groups. - Contribute to the designing and drafting of concept notes and project proposals that focus on livelihoods, emergency employment and economic empowerment. <p>6. Contributing to the quality assurance, monitoring, reporting of the economic empowerment activities and inclusion of children with disabilities implementation</p> <ul style="list-style-type: none"> - Contribute to overall overseeing of the contracting process of implementing partners, including budget, work plans and capacity assessments, according to UNICEF rules and regulations. - Support the project in setting the criteria of the project's participants, and implementing partners. - Support the social policy specialist in supervising the implementing partners of the project by establishing the follow-up mechanisms. - Conduct programmatic visits and field visits to project location sites. - Prepare reports in English and Arabic on economic empowerment activities and children with disabilities interventions, for internal and external audiences such as UNICEF management and donors. - Liaise with the relevant entities and stakeholders from the public and the private sectors. - Liaising between the relevant UN agencies and implementation partners regarding the project activities. - Keep a record of issues, risks and lessons learnt before, during and after projects completion to be shared as part of the pilot knowledge sharing and scale up informing. - Contribute to the development of the capacities of implementing partners on key technical and managerial areas where UNICEF support would be beneficial. - Contribute to timely communication and outreach, in close coordination with the Communications Specialist, through social media, success stories, blog and press releases
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IV. Impact of Results *(Please briefly outline how the efficiency and efficacy of the incumbent impacts its office/division and how this in turn improves UNICEF's capacity in achieving its goals)*

The efficient and effective technical, administrative and operational support provided to the development and implementation of strategic and effective advocacy, planning and formulation of social protection 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 protection 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. UNICEF values and competency Required (based on the updated Framework)

i) Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability

ii) Core Competencies (For Staff with Supervisory Responsibilities) *

- Nurtures, Leads and Manages People (1)
- Demonstrates Self Awareness and Ethical Awareness (2)
- Works Collaboratively with others (2)
- Builds and Maintains Partnerships (2)
- Innovates and Embraces Change (2)
- Thinks and Acts Strategically (2)
- Drive to achieve impactful results (2)
- Manages ambiguity and complexity (2)

or

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)

*The 7 core competencies are applicable to all employees. However, the competency Nurtures, Leads and Managers people is only applicable to staff who supervise others.

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:	<p>A minimum of one year of relevant professional experience is required.</p> <p>Experience working in a developing country is considered as a strong asset.</p> <p>Background and/or familiarity with emergency is considered as a strong asset.</p>

Language Requirements:	Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.
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VII. Signatures- Job Description Certification		
Name:	Signature	Date
Title: (Supervisor)		
Name :	Signature	Date
Title: Representative		