



## UNITED NATIONS CHILDREN'S FUND

### I. Post Information

Job Title: **Child Protection Specialist (Child Protection Systems Strengthening)**  
Supervisor Title/ Level: **Child Protection Chief Level 4**  
Organizational Unit: **Programme**  
Post Location: **Caracas, Venezuela**

Job Level: **Level 3**  
Job Profile No.:  
CCOG Code: **1L04**  
Functional Code: **CHI**  
Job Classification Level: **Level 3**

### II. Organizational 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 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.

Related to this mission, UNICEF has a new Country Programme Document for the period 2023 – 2026 which is aligned with the nexus strategic approach agreed in the United Nations Sustainable Development Cooperation Framework (UNSDCF), and within the framework of the proposed objectives and the national plan. The Child protection programme, based on UNICEF Child Protection Strategy 2021 - 2030 is focused on 1) child protection systems strengthening at national and local level, 2) support in build the capacity to scale up delivery of quality, gender and age focused and inclusive child protection services, 3) community engagement and empowerment to promote social behavioral changes on child protection issues.

**Job organizational context:** The Child Protection Specialist (Child Protection Systems Strengthening) will be part of the Child Protection team in Venezuela to play a key role for the successful transition to the nexus programming in area of child protection. Under the overall guidance of the Deputy Representative, and direct supervision of the Chief, Child Protection, and within the context of supporting the achievement of the Sustainable Development Goals, UNICEF Country Programme Document, UNICEF Child Protection Strategy and UNICEF Core Commitment for Children in Humanitarian Action, the Child Protection Specialist provides support to the development, implementation, monitoring, reporting and evaluation of overall as well as areas related to child protection systems strengthening component of UNICEF Venezuela Child Protection annual work plan.

**Purpose for the job:** The Child Protection Specialist reports to the Chief, Child Protection for guidance and general supervision. The Specialist supports the development and preparation of the Child Protection programme(s) and is responsible for the management, implementation, monitoring, reporting, and evaluation of the child protection programmes/projects within the country programme with a focus on the Child Protection systems strengthening. The Specialist contributes to the a) mainstreaming of the child protection systems strengthening approach in the designing and implementation of child protection annual workplan, , b) creation of the child protection systems strengthening strategy with specific emphasis at local levels in coordination with the respective colleagues based in the field office locations in the priority states who will be implementing the strategy and with other child protection colleagues who coordinate directly with the ministries so as to create synergies among key child protection actors such as ministries, municipality level child rights and child protection entities and NGOs/CSOs and c) provides technical oversight and day-to day guidance for the implementation of activities related to child protection systems at local levels.

The Specialist also provides management support throughout the programming processes and facilitates the administration and achievement of results according to plans, allocation, results based-management approaches and methodology (RBM), and UNICEF's Strategic Plans, standards of performance and accountability framework throughout the work.

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

#### **Summary of key functions/accountabilities:**

- 1. Support to programme/project development and planning**
- 2. Programme management, monitoring and delivery of results**
- 3. Technical and operational support to programme implementation**
- 4. Networking and partnership building**
- 5. Innovation, knowledge management and capacity building**

#### **1. Support to programme/project development and planning**

- Support the preparation, design and updating of the situation analysis for the child protection programmes/projects to ensure that current and comprehensive data on child protection issues is available to guide UNICEF's strategic policy advocacy, intervention and development efforts on child rights and protection, and to set programme priorities, strategies, and design and implementation plans with a focus on strengthening the local child protection system. Keep abreast of development trends to enhance programme management, efficiency and delivery.
- Participate in strategic programme discussions on the planning of child protection programmes/projects and with specific reference to child protection systems strengthening. Formulate, design and prepare programme/project proposals for the sector, ensuring alignment with UNICEF's overall Strategic Plans and the Country Programme, as well as coherence and integration with the United Nations Sustainable Development Cooperation Framework (UNSDCF), regional strategies and national priorities, plans and competencies.
- Establish specific goals, objectives, strategies, and implementation plans for the sector using results-based planning terminology and methodology (RBM). Prepare required documentations for programme review and approval.
- Work closely and collaboratively with colleagues and partners to discuss strategies and methodologies, and to determine national priorities and competencies to ensure the

achievement of concrete and sustainable results.

- Provide technical and operational support throughout all stages of programming processes to ensure integration, coherence and harmonization of programmes/projects with other UNICEF sectors and achievement of results as planned and allocated.

## **2. Programme management, monitoring and delivery of results**

- Plan and collaborate with colleagues and external partners to establish monitoring benchmarks, performance indicators, other UNICEF/UN system indicators and measurements, to assess and strengthen performance accountability, coherence and delivery of concrete and sustainable results for the assigned sector in child protection programmes.
- Participate in monitoring and evaluation exercises, programme reviews and annual reviews with the government and other counterparts to assess progress and to determine required actions and interventions to achieve results.
- Prepare and assess monitoring and evaluation reports to identify gaps, strengths and/or weaknesses in programme management. Identify lessons learned and use knowledge gained for development planning and timely intervention to achieve goals.
- Actively monitor programmes/projects through field visits, surveys and exchange of information with partners to assess progress, identify bottlenecks and potential problems. Take timely decisions to resolve issues and/or refer to relevant officials for timely resolution.
- Monitor and verify the optimum and appropriate use of sectoral programme resources (financial, administrative and other assets) confirming compliance with organizational rules, regulations, procedures, donor commitments, as well as standards of accountability and integrity. Ensure timely reporting and liquidation of resources.
- Prepare regular and mandated programme/project reports for management, donors and partners to keep them informed of programme progress.

## **3. Technical and operational support to programme implementation**

- Provide technical guidance and operational support to government counterparts, NGO partners, UN system partners and other country office partners and donors on the interpretation, application and understanding of UNICEF policies, strategies, processes, best practices, and approaches on child protection systems strengthening as well as broader child protection related issues to support programme management, implementation and delivery of results.
- Arrange and coordinate availability of technical experts with Regional Office/HQ to ensure timely and appropriate support throughout the programming process.
- Participate in child protection programme meetings, including programme development and contingency planning discussions on emergency preparedness in the country or other locations designated, to provide technical and operational information, advice and support.
- Draft policy papers, briefs and other strategic programme materials for management use, information and/or consideration.

## **4. Networking and partnership building**

- Build and sustain effective close working partnerships with relevant government counterparts, national stakeholders, global partners, allies, donors, and academia - through active networking, advocacy and effective communication - to build capacity, exchange knowledge and expertise, and to reinforce cooperation to achieve sustainable and broad results in child protection.
- Prepare communication and information materials for CO programme advocacy to promote awareness, establish partnerships/alliances and to support fund raising for child protection programmes and emergency interventions.
- Participate and/or represent UNICEF in appropriate inter-agency (UNCT) discussions and planning on child protection related issues to collaborate with inter-agency partners/colleagues on UNDAF planning and preparation of programmes/projects. Ensure organizational position, interests and priorities are fully considered and integrated in the UNDAF process for development planning and agenda setting.

#### **5. Innovation, knowledge management and capacity building**

- Apply and introduce innovative approaches and good practices to build the capacity of partners and stakeholders, and to support the implementation and delivery of concrete and sustainable programme results.
- Keep abreast, research, benchmark, and implement best practices in child protection management and information systems. Assess, institutionalize and share best practices and knowledge learned.
- Contribute to the development and implementation of policies and procedures to ensure optimum efficiency and efficacy of sustainable programmes and projects.
- Organize and implement capacity building initiatives to enhance the competencies of clients and stakeholders to promote sustainable results in child protection and related programmes/projects.

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

The strategic and effective advocacy, planning and formulation of child protection programmes/projects and the achievement of sustainable results, contributes to the achievement of goals and objectives to create a protective environment for children against harm, all forms of violence and ensures their survival, development and well being in society. Achievements in child protection programmes and projects in turn contributes to maintaining and 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

### i) Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability
- Sustainability

### 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:	An advanced university degree in one of the following fields is required: human rights, psychology, sociology, social work, international law, or another relevant social science field.
Experience:	<p>A minimum of five years of professional experience in social development planning and management in child protection related areas is required.</p> <p>Experience working in a developing country is required.</p> <p>Relevant experience in programme development in child protection related areas in a UN system agency or organization is considered as an asset.</p> <p>Experience in both development and humanitarian contexts especially in complex emergencies is considered as an added advantage</p>
Language Requirements:	Fluency in Spanish and English is required. Knowledge of another official UN language or a local language is an asset.