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| C:\Users\rnaveed\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\8RXOBJ5Q\unicef.gif | **UNITED NATIONS CHILDREN’S FUND**  **GENERIC JOB PROFILE (GJP)** |

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| **I. Post Information** | |
| Job Title: **Social Policy Officer**  Supervisor Title/ Level: **, Social Policy Manager, #103297**  Organizational Unit: **Social Policy**  Post Location: Yangon, UNICEF Myanmar  Duration: 1 year, extendable (Subject to Programme needs and funding availability) | Job Level: **Level 2**  Job Profile No.: # 122366  CCOG Code: **1L06**  Functional Code: **SOC**  Job Classification Level: **Level 2** |

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| II. Organizational Context and Purpose for the job |
| **Job organizational context:**  Eliminating child poverty and ensuring access to social protection have been recognized as critical priorities of the Agenda 2030. An explicit requirement to measure and monitor multidimensional child poverty is included under SDG 1.1.2, and similarly, the need to accelerate progress around public spending for poverty reduction under SDG 1.a.2, and SDG 1.b.1 for which UNICEF has recently become a custodian. The effective scale-up of social protection, with a specific attention to children, is included as part of ensuring access to social protection, a core target of SDG 1 (Elimination of poverty), and SDG 10 (Reduced Inequalities). Moreover, social protection is also an accelerator for multiple other goals. Addressing the multiple and compounding deprivations experienced by children requires an explicit commitment to understand their drivers and to scale-up comprehensive strategies to address them. The full realization of the right of children of access to social protection and adequate standard of living will not only ensure that every child lives free of poverty, but also prevent those at risk or vulnerable to poverty due to exclusion and discrimination, or facing environmental and conflict-related risks, from falling into poverty.  Reducing child poverty, enhancing access to gender-transformative, and inclusive social protection, promoting efficiency, transparency and equity of financing, while strengthening capacities at subnational level, including in urban contexts, is critical. 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 for every child.  UNICEF has articulated its contribution to this agenda and added value across various instruments including, the [Social Protection Strategic Framework](https://www.unicef.org/reports/global-social-protection-programme-framework-2019), the [Call for Action on Inclusive Recovery](https://www.unicef.org/documents/financing-inclusive-recovery-children-call-to-action) and roadmap, the [Urban Evaluation](https://www.unicef.org/executiveboard/media/3406/file/2021-3-Evaluation_Summary-Children_in_urban_settings-EN-ODS.pdf) and [Management Response](https://www.unicef.org/executiveboard/media/2886/file/2021-4-Evaluation_MR-Children_in_urban_settings-EN-ODS.pdf), the social protection commitments to the [Core Commitments on Children](https://wcmsprod.unicef.org/emergencies/core-commitments-children?auHash=djyY6PSDKELMlZVZFCFa3d4jlLAm7J3Rj2I5aQcT-Yc) (CCS), as well as - most recently - in the new Goal Area 5 of UNICEF’s [Strategic Plan 2022-2025](https://www.unicef.org/media/107516/file/UNICEF%20Strategic%20Plan%202022-2025.pdf), *“Every Child has Access to Inclusive Social Protection and Lives Free of Poverty”.*  **Purpose for the job**:  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. Specifically, this includes support for strengthening and expansion of integrated social protection systems and the delivery of UNICEF’s humanitarian cash transfers. This encompasses both direct programme work with partners as well as linkages and support to teams working on education, health, child protection, water and sanitation, and HIV. |

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| 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:**  **Inclusive and shock-responsive social protection**   * Promotes the strengthening of a shock-responsive social protection system by applying evidence and appropriate advocacy messaging across the entire spectrum of social protection from a risk perspective, including inter alia: evidence and analysis; contingency planning; strengthening horizontal and vertical coordination between social protection, emergency response; and humanitarian principles, commitments and links between social protection and Humanitarian Cash Transfers. * Works to enhance systematic inclusion particularly as it relates to gender, disability and migration in social protection systems by advocating and promoting policies and programmes that address specific vulnerabilities tied to multifaceted aspects of poverty and the contribution social protection has on reducing exclusion. * Helps build capacity that enables linkages of cash transfer programmes with other social protection interventions such as health insurance, public works and social care services, as well as complementary intervention related to nutrition, health, education, water and sanitation, child protection and HIV. Where possible, ensures the subsequent integration of cash transfer programmes into existing systems for sustainability and to avoid fragmentation. * Participates and represents UNICEF in inter-agency and other relevant social protection fora and identifies opportunities for joint programming and implementation, information sharing and coordination, while strengthening UNICEF’s standing as a key social protection player nationally and subnationally.   **Humanitarian Cash Transfers (HCT)**   * Supports design of cash transfers programmes including targeting, benefit amounts, grievances mechanism, data management and monitoring framework, while ensuring operational linkages and referral between UNICEF cash assistance and relevant social sectors with partners in the field. * Oversees the operational analysis of cash-transfer programmes, including registration, payment, verification exercises, etc., to pinpoint areas of poor performance and bottlenecks and to identify solutions. * Oversees the implementation of a sound monitoring and evaluation system for cash transfers, including field visits and their follow up. Ensures that all reporting documentation is in place and submitted. * Produces knowledge management products for cash transfer programmes. Documents and disseminates lessons learned and builds capacities for improved HCT programme delivery. * Provides bespoke capacity building support on cash transfer both internally, within the country office, and externally. Runs workshops, often in a multistakeholder environment, that lead to stakeholders’ feeling of ownership of the knowledge management products.   **Cross-cutting social policy areas**   * Supports the correct and compelling use of data and evidence including 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. * Develops approaches to identify social and behavioral change needs and undertake interventions for the meaningful accountability to affected populations and community engagement. * Monitors current technological trends, new modalities of working applicable to social policy and public finance versus current and emerging needs to assess their role and match their potential applicability to social policy for enhanced outcomes for children. |

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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)* |
| Effective technical assistance in the area of social protection is a key enabler to the country office’s programme and direct contribution towards the results under Goal Area 5 of UNICEF’s strategic plan and also contributes to results in other areas (health, education, water and sanitation, nutrition). Effective advocacy for increased and expanded social protection will increase the credibility of UNICEF country office’s programming and partnerships for children’s rights at all levels, including subnational. The impact of results should contribute to the Strategic Plan results on social protection, including the coverage of social protection systems/floor among children, strengths of the social protection systems, disability-inclusive social protection, gender-responsive/transformative social protection, migrant-inclusive social protection and shock-responsive social protection.  The effective delivery of humanitarian cash transfers is a key output under the country office’s programme and contribution towards the results under Goal Area 5 of UNICEF’s strategic plan. It also contributes to results in other areas (health, education, water and sanitation, nutrition). Effective humanitarian programme delivery will increase the credibility of UNICEF country office’s programming and partnerships for children’s rights at all levels, including subnational. |

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| 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) |

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| **VI. Recruitment Qualifications** | |
| Education: | A university degree in one of the following or related fields is required: Economics, Public Policy, Social Sciences, International Relations, Political Science, or another relevant technical field. |
| Experience: | A minimum of (2) years of professional work experience in social protection and/or humanitarian assistance programmes is required.  Experience in designing cash transfer programmes and/or support to their operations (e.g., community outreach, payment mechanisms, management information systems, grievance processes) would be considered as a strong asset.  Experience in developing and managing partnerships with civil society and other organizations and reporting processes is an asset.  Knowledge of the social protection landscape in Myanmar (e.g., the Maternal and Child Cash Transfer scheme) is an asset.  Understanding of other sectoral and complementary interventions (e.g., social and behavioural change communication, nutrition) is an asset.  Background and/or familiarity with emergencies and humanitarian contexts is an asset. |
| 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. |