

VACANCY ANNOUNCEMENT

CALL FOR EXPRESSIONS OF INTEREST

Pre-Qualified Consultants' Roster of Experts on Social Protection, Cash Transfers, Public Finance for Children, Child Poverty, and Local Governance in MENA

UNICEF works in over 190 countries and territories to save children's lives, defend their rights, and help them fulfill their potential, from early childhood through adolescence.

At UNICEF, we are committed, passionate, and proud of what we do. Promoting the rights of every child is not just a job – it is a calling.

UNICEF is a place where careers are built: we offer our staff diverse opportunities for personal and professional development that will help them develop a fulfilling career while delivering on a rewarding mission. We pride ourselves on a culture that helps staff thrive, coupled with an attractive compensation and benefits package.

Visit [our website](#) to learn more about what we do at UNICEF.

For every child, Hope

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.

UNICEF works in some of the world's toughest places, to reach the world's most disadvantaged children. To save their lives. To defend their rights. To help them fulfill their potential. Across 190 countries and territories, we work for every child, everywhere, every day, to build a better world for everyone.

And we never give up.

Every child in the MENA region has the right to equitable and adequate social protection and basic services, such as health, education, nutrition, WASH, and child protection. The Social Policy team in MENA focuses on four key areas – social protection, cash transfers, public finance and general financing for children, child poverty, and local governance. In these 5 priority areas, UNICEF country offices provide different levels of technical assistance and support to national counterparts ranging from system

strengthening, capacity building, policy analysis and evidence generation, and advocacy with particular focus on social protection systems, large-scale cash-based transfers (both humanitarian and non-humanitarian), and public finance management.

How can you make a difference?

UNICEF's Middle East and North Africa Regional Office (MENARO) invites qualified subject matter experts and individual consultants to express their interest in being included in the Regional Roster. There are four key areas that UNICEF is looking for experts in:

1. Social Protection
2. Cash-based Transfers
3. Public Finance for Children
4. Child Poverty
5. Local governance including child friendly cities, and urbanization.

The purpose of setting up the Consultant's Roster of Experts is to provide UNICEF Regional and Country Offices with pre-qualified consultants who can be contracted quickly to provide a range of technical advisory and strategic support services on social policy and social protection. The range of tasks for the consultants may include research and assessments, diagnostic missions, provision of strategic and operational guidance, programme design and implementation strategies, training and capacity building, development of policy papers, monitoring and evaluation, and others as required. The list of detailed tasks, outputs, reporting, and working relationships will be specified at the time of contracting for any assignment.

The roster will serve as a stand-by consultants' repository from which the Regional Office or Country Offices can draw upon to meet their programmatic requirements. The roster would be broken down by thematic categories and areas of expertise followed up by tiers (based on years of experience). The roster will serve as a human resources repository from which the MENARO and Country Offices can draw pre-vetted, well-qualified experts quickly and efficiently for assignments. Note that experts may specialize in more than one of the desired fields. The languages for the consultancies can be English, Arabic, and French.

Applicants are requested to self-identify their field(s), priority areas of expertise (they are numbered in the TORs so candidate should specify which sub-area applies), and tier(s) of expertise, along with their language proficiencies. All candidates are required to mention these details in the Mandatory Social Policy Questionnaire. Cover letters are not required for this application.

Tier(s) Classification based on years of experience.

- **Tier 1:** Minimum 15 years of relevant professional experience for tier one experts.
- **Tier 2:** Minimum 8 years of relevant professional experience for tier two experts.
- **Tier 3:** Minimum 5 years of relevant professional experience for tier three experts.

Summary of key functions/accountabilities:

Requirements applicable for Social Protection experts – including Gender/Disability Sensitive Social Protection and Shock Responsive Social Protection

General Requirements

- Advanced university degree or equivalent in public policy, economics, social policy, development studies, political science, or related field.
- Substantial demonstrated experience with planning, design and implementation of social protection, policies and legislation including social assistance, and/or social insurance.

Priority Areas of Expertise (Social Protection)

Proven track record in any of the following areas:

1. High-level policy analysis and advocacy: development of national social protection strategies, policies and plans, development of regulations and by-laws, development of monitoring and evaluation frameworks for national social protection policies, advocacy with members of parliament and high-level government stakeholders.
2. Research and evaluation: Social protection effectiveness and impact analysis, social protection systems mapping and functional reviews, analysis of Social Protection Systems (CODI, ABND), risk and vulnerability assessments, cost-benefit and benefit incidence analyses, programmes and systems evaluations, qualitative research methods, randomized control trials, meta-analysis/synthesis.
3. Systems and programmes: Design of protocols and tools, including beneficiary outreach, targeting, registration, payments, monitoring, referrals, coordination, communications, data systems/management information systems/ social registries.
4. Shock responsive social protection (including focus on climate change and disaster risks): SRSP assessment, design and/or piloting and assessment of SRSP programmes; information dissemination and communication (knowledge sharing and advocacy); design and/or piloting of shock responsive social protection programmes, analysis, and development of legal, regulatory and/or policy frameworks.
5. Cash Plus programme design and implementation (linking social protection programmes with complimentary social services, strengthening social welfare workforce, facilitating multi sectoral collaboration, transition between different social protection schemes, integrating social behavioral change in cash plus programmes).
6. Inclusive social protection policies and programmes including assessment, review, design, and implementation of gender-responsive, disability, and FDPs inclusive work.
7. Capacity development and/or training of stakeholders including government, civil society.
8. Experience with working on Social Protection Management Information Systems.
9. Experience of working on social protection in fragile, and conflict settings.
10. Experience with designing monitoring and evaluation frameworks for social protection programmes.
11. Experience of working on linking and identifying pathways on climate change and social protection.
12. Accredited (or candidates for accreditation as) TRANSFORM Master Trainers.

Requirements for Cash Transfer experts

General Requirements

- Advanced university degree or equivalent in public policy, economics, development studies, social sciences, international relations, political science, operations management, or another relevant field.
- Hands-on experience with designing and implementing cash transfer programmes in both emergency contexts and non-emergency contexts.
- Understanding of the humanitarian context in MENA is a strong advantage, experience in protracted crises is an asset.
- Willingness to be deployed in emergency contexts (please mention in the social policy questionnaire if this is possible).
- Good interpersonal and communication (oral and written) skills.

Areas of Expertise (Cash Transfers)

Proven track record in any of the following areas:

1. Experience with conducting preparedness and market assessments including, humanitarian needs, market functionality, price monitoring, payment modalities and feasibility assessments.

2. Technical Design of humanitarian cash interventions including programmatic cycle design (registration, targeting, payments (benefit level, payment frequency and modality), accountability, grievances, and redressal).
3. Operational cash cycle design (including payment mechanism, data management, data protection, financial management, and risk management).
4. Monitoring & Evaluation including PDMS, payment verification, third party monitoring, process and outcome monitoring.
5. Technical support and advice on programme oversight and controls including standard operating procedures, risk matrix, identification of bottlenecks and troubleshooting.
6. Capacity building of stakeholders on cash transfers including government, civil society, payment service providers and UN staff.
7. Experience working and coordinating with cash working group, national government actors on coordination or system strengthening (e.g., improving implementation capacity through transfer of knowledge or skills; implementation through national systems; transfer of emergency programme beneficiary information to government) is a plus.

Requirements for Public Finance expert

General Requirements

- Advanced university degree or equivalent in economics, public administration, public policy, public finance, development studies or other relevant fields.
- Demonstrable experience working in child-focused sectors, including, but not limited to child protection, health, education, nutrition, social protection, and water, sanitation, and hygiene.
- Strong quantitative analysis skills, including ability to use advanced Excel functions and relevant software such as Stata, R, SPSS, etc.

Areas of Expertise (Public Finance)

Proven track record with any of the following areas including:

1. Data, evidence, and evidence-based advocacy, such as: PFM (Public Financial Management) data and evidence generation at national and subnational level, in any of the areas relevant for children, with the objective to identify and tackle public financial challenges impacting the achievement of child rights. This includes, though is not limited to, the development of budgetary datasets, Budget Briefs, Public Expenditure Review, Public Expenditure and Institutional Reviews (PEIRs), Public Expenditure Tracking Surveys (PETS), Child-focused Public Expenditure Measurement (C-PEM), Fiscal Incidence Analysis, National Accounts, Costing, Investment Cases, Cost-Effectiveness Analysis and Cost-Benefit Analysis, Fiscal Space Analysis, Political Economy Analysis of the Budget Process, Citizens' Budget, Community Score Card; other PFM diagnostics, research, or analysis. It should be mentioned when data and evidence led to the development of evidence-based advocacy work for policy dialogue at global, regional, national and local levels; including with key budgetary decision makers in the executive, the legislative powers, to raise awareness around child rights, better public finance for children and the cases for investing in children; and support development partners to use evidence in sector reforms and budget to support decisions.
2. Engagement in designing and implementing public finance reforms, the planning and budgeting process towards systems strengthening, such as: improving mid-term fiscal and expenditure frameworks, programme-based budgeting, aligning plans and budgets, policies and budget laws, especially with Ministries of Finance and/or social line Ministries; supporting national stakeholders in establishing and operationalizing Integrated National Financing Frameworks (INFF); social sectors' development plans/programmes, promoting reforms towards child-rights budgeting. Roll-out of PFM reforms, including Programme-Based and/or Performance-Based

- Budgeting, Financial Management Information Systems (FMIS) strengthening, and other reforms that promote service delivery and the realization of child rights.
3. Capacity building activities: Conducting capacity building/training for government and national partners on PFM and PF4C, to better influence child-focused public finance processes in any sector and level; including the capacity building in budget analysis oversight for the Parliament, its commissions, and its Members (MPs). Strengthening the planning and budgeting process making use of the data and evidence available, in any sector and level, to strengthen child-focused planning and allocation decisions; development and implementation of evidence-based PFM strengthening plans, including within Sector-Wide Approaches, for strengthening the monitoring, controls, the flow-of-funds, spending performance, etc. Improve budget transparency and budget credibility under the leadership of national institutions.
 4. Participatory processes, such as: support community engagement and participation in planning and budgeting processes; empower/build capacities of citizens and local organizations, including children and adolescents, communities, and civil society organizations to participate in national and local budgeting processes and child-friendly initiatives, including through mechanisms such as social accountability and citizens budgets; promote public access to relevant data and support dialogue around open budget initiatives.
 5. Resource mobilization, such as: development of financing strategies, sector financing plans, financing options and other initiatives to leverage resources; promotion of domestic and international resource mobilization for financing of child-related services/programs; work on taxation to promote social spending; engage or articulate financing to public service provision via the private sector; blended finance-support schemes and modalities; social Impact bonds. Resource mobilization for local governments; and unfunded mandates; improving the design of intergovernmental fiscal transfers (IGFT); strengthen local revenue collection and allocation of local revenues to child related priorities.

Requirements for Child Poverty experts

General Requirements

- Advanced university degree in economics, statistics, public policies, development studies, social policies, or other relevant fields.
- Substantial and proven experience in poverty analysis, including child poverty, multi-dimensional poverty, and multiple overlapping deprivations.
- Strong quantitative analysis skills, including ability to use advanced Excel functions and relevant software packages such as Stata, R, SPSS, etc.
- Strong report writing, data visualization, and presentation skills.

Areas of Expertise (Child Poverty)

Proven track record in any of the following areas:

1. Quantitative data collection (survey design including survey questionnaires, instructions, training and field monitoring, supervision), sampling, data quality check and data processing); quantitative data analysis (advanced statistical analysis, econometric analysis); data dissemination and communication (evidence-based high-quality report writing, data visualization, presentation skills); and/or training on poverty analysis.
2. Experience of working in analyzing large scale household surveys including MICS, DHS, HBS, experience with high-frequency survey analysis, EU SILC, and other relevant data. It would also include experience with working with disaggregated data by gender, age, and other vulnerabilities.
3. Proven experience with capacity development of partners especially National Statistical Offices and relevant government departments.
4. Demonstrable capacity to translate poverty analysis into policy and programmatic plans including programme design and national development plans.

Requirements for Local Governance (including child friendly cities, and urbanization) experts.

General Requirements

- Advanced university degree in economics, governance, public policies, development studies, urban planning, climate change, social policies, or other relevant fields.
- Substantial and proven experience in local governance/decentralization, child friendly cities, and/or urbanization.

Areas of Expertise (Local Governance)

Proven track record in any of the following areas:

1. Data, evidence, and evidence-based advocacy on local governance, such as: subnational/local level situation analysis; decentralization analysis, including political economy analysis, sectoral functional analysis, and fiscal decentralization analysis; collection of geographically disaggregated data. On urban programming, such as urbanization trends in countries and regions and its implications on children, families, and caregivers; intra urban/city data analysis, including urban slums, surveying; multi-disciplinary approaches to understand and analyze the interface and interaction of urban environment/system and children's physical, social and psychological development and behavioral characteristics to support child friendly cities.
2. Engagement in the planning and budgeting process towards systems strengthening, such as: conducting functional analysis of decentralized functions for regional/local governments. Strengthening local data and MIS systems; design, planning and budgeting of child-responsive local service services; local participation; implementation of social services at the local level. Improving local governments' capacities in the preparation of child responsive local development plans, and in budget oversight and execution. Support monitoring and users' satisfaction in service delivery.
3. Participatory processes, such as: strengthening voice and agency of children and young people at the local level; establish participatory and transparent decision-making processes at local level, enable systematic inclusion of children, young people, and their caregivers.

Evaluation of applicants

Applicants will be screened against the qualifications and competencies specified above for each thematic area. The inclusion into the Roster of Experts will be offered to those individual consultants whose offers have been evaluated and determined as (a) meeting the skills and experience against the evaluation criteria, (b) having received high scores against the evaluation criteria.

Technical criteria

- Level and relevance of education to the selected thematic area (max. 15 points).
- Relevance of professional experience in the selected thematic area (max. 35 points).
- Record of drafting policy papers and other high-quality products (max. 20 points).
- Experience working with UNICEF, other international organizations, and national partners in the region (max. 15 points).
- Experience working in MENA region and with a range of national partners or capacity development of national partners (max. 15 points).

Successful candidates will be included in the Roster of Consultants for 3 years with an option for renewal. Entry into the consultant roster system does not mean that a contract with UNICEF is guaranteed, contracting, and agreed fee rate will be negotiated with requesting office and dependent upon forthcoming needs. Where a request for services arises, UNICEF offices will approach the selected consultants from the roster with a specific Terms of Reference outlining the specific assignment scope and duration, and negotiate with roster consultants on their interest, availability, and daily fee.

Application Instructions Candidates are invited to submit an Expression of Interest to be included in the Regional Roster for MENA, a pool of consultants available for assignments during *October 2024 – October 2027*. Applications should be submitted online by the deadline.

Expressions of interest must include:

- Completed Social Policy Questionnaire.
- Completed Financial Proposal template.
- Curriculum vitae (CV), including a list of relevant publications with links.
- Submission of at least two evaluation reports from previous consulting assignments.
- Names and contacts of three referees (applications without referees will not be considered).

For every Child, you demonstrate...

UNICEF's Core Values of Care, Respect, Integrity, Trust and Accountability and Sustainability (CRITAS) underpin everything we do and how we do it. Get acquainted with Our Values Charter: [UNICEF Values](#)

The UNICEF competencies required for this post are...

- (1) Builds and maintains partnerships.
- (2) Demonstrates self-awareness and ethical awareness.
- (3) Drive to achieve results for impact.
- (4) Innovates and embraces change.
- (5) Manages ambiguity and complexity.
- (6) Thinks and acts strategically.
- (7) Works collaboratively with others.

Familiarize yourself with [our competency framework](#) and its different levels.

UNICEF is here to serve the world's most disadvantaged children and our global workforce must reflect the diversity of those children. [The UNICEF family is committed to include everyone](#), irrespective of their race/ethnicity, age, disability, gender identity, sexual orientation, religion, nationality, socio-economic background, or any other personal characteristic.

UNICEF does not hire candidates who are married to children (persons under 18). UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority, and discrimination. UNICEF is committed to promoting the protection and safeguarding of all children. All selected candidates will undergo rigorous reference and background checks and will be expected to adhere to these standards and principles. Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check.

Remarks:

As per Article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity.

UNICEF's active commitment to diversity and inclusion is critical to deliver the best results for children.

UNICEF does not charge a processing fee at any stage of its recruitment, selection, and hiring processes (i.e., application stage, interview stage, validation stage, or appointment and training). UNICEF will not ask for applicants' bank account information.

All UNICEF positions are advertised, and only shortlisted candidates will be contacted and advance to the next stage of the selection process. An internal candidate performing at the level of the post in the relevant functional area, or an internal/external candidate in the corresponding Talent Group, may be selected, if suitable for the post, without assessment of other candidates.

Additional information about working for UNICEF can be found [here](#).