| JOB TITLE: **Research Officer** | JOB PROFLE NO.: 60000103 |
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| JOB LEVEL: NO-1 | CCOG CODE: _____ |
| REPORTS TO: **Child Protection Specialist (MRM)** | FUNCTIONAL CODE: _____ |
| LOCATION: **East Jerusalem, State of Palestine** | |

**PURPOSE OF THE JOB (Principal Accountability)**

Accountable for data management and the drafting of analytical reports on the monitoring and reporting of grave violations against children and supporting national efforts to establish the national child protection information management system. This will entail the provision of professional expertise and assistance in information/data collection, statistics and data analysis, monitoring & research, preparation of reports, communication, and partnership, and in implementing training programmes for national and sub-national data collection, monitoring and research capacity building with special attention to the interest, concern, and participation of primary stakeholders.

**Key End-Results Expected**

1. Monitoring and Reporting (MRM) database on Grave Violations against Children is managed and maintained to provide accurate, reliable and verified information for Children and Armed Conflict (CAAC) reporting and advocacy.

2. Support on timely data collection, analysis and reporting on grave violations against children in Israel/occupied Palestinian territory is provided to the Country Office and partners to assess the impact of the conflict on children and report on trends and progress made.

3. Support national efforts to strengthen the accountability component of the national child protection system by assisting with the design and testing of the national child protection information management system for monitoring of core indicators on child protection in both humanitarian and development contexts.

4. Thematic research projects are designed and carried out with quality process and products in line with priority and strategy of the Country Office. Research findings, recommendations and reports are effectively disseminated to the intended audience. Major partners are kept abreast and/or contribute to these exercises as required.

5. The monitoring and research capacities of Country Office staff and national partners are strengthened, enabling them to increasingly engage in and lead monitoring and research processes.

6. Effective communication and partnerships are achieved in carrying out integrated planning of research and monitoring activities within the Country Office and with the regional office and other stakeholders, including national partners and the UN Country Team; and the results are shared with partners to stimulate joint engagement.

KEY ACCOUNTABILITIES and DUTIES & TASKS

*Within the delegated authority and under the given organizational set-up, the incumbent may be assigned the primarily, shared, or contributory accountabilities for all or part of the following areas of major duties and key end- results.*

1. **Database management for Monitoring and Reporting:**
*Manage and maintain the UNICEF MRM database to provide **accurate, reliable,** and verified information for CAAC reporting and advocacy.*

**Duties & Tasks**

• Manage daily the MRM database on grave violations against children, to maintain high quality reliable and verified data on the impact of the conflict on children for CAAC reporting.

• Identify gaps and options for the upgrade or update of the MRM Database based on MRM Working Group comments and requests.

• Verify and ensure quality control of all data received from partners before insertion in the MRM database. Conduct regular maintenance and spot checks for possible errors in the database.

• In close coordination with MRM Working Group, ensure that the MRM database includes the contributions from partners providing accurate and relevant data on grave violations against children

- Provide technical support to ensure that MRM information is systematically analyzed and interpreted, statistical reports are produced, inaccuracies are identified and solved, and key indicators are adjusted as needed.
- Contribute to the provision of technical assistance regarding research and monitoring activities on the impact of the conflict on children, to be reflected in the Country Office's regular CAAC reporting and advocacy with authorities and partners.

## 2. Data collection, analysis, and reporting

*Provide technical support to ensure that Child Protection and its partners and* the *Country* Office have *timely and* accurate *data on* grave violations *against children in Israel/occupied Palestinian territory, including* trends *and progress made, to draw accurate* conclusions *about* the **impact** *of* the *conflict on children.*

**Duties & Tasks**
- Based on information available in the MRM database, draft regular reports, in close cooperation with the MRM Working Group, as contribution to the CAAC reports of the Secretary-General to the Security Council.
- Based on information available in the MRM database, prepare regular UNICEF periodic reports and fact sheets on grave violations against children in Israel/occupied Palestinian territory.
- Provide technical support to ensure the smooth functioning of the monitoring system and that key indicators are tracked and analyzed and provided regularly to Child Protection and the Country Office to guide response and advocacy initiatives.
- Carry out data collection and analysis from interaction with partners and field visits to feed into CAAC reporting, advocacy, and research.
- Compile monitoring and research information/data and contribute to the preparation of thematic research reports, drawing on monitoring and analysis of key indicators.
- Assist in the preparation of reports on systemic issues, good practices or any other analysis or data related to grave violations against children, as well as good practices in partnerships and collaborative relationships.

## 3. Data-driven thematic research for advocacy

Provide *technical support to ensure that child* protect/on *specific research projects are designed and carried out with quality process and products in line with priorities and* strategy *of* the *child protection* **section** *and* the *Country Office.* Research *findings, recommendations and reports* are effectively *disseminated to* the *intended* audience. *Major* partners are kept abreast *and/or* contribute to these *exercises as required.*

**Duties & Tasks**
- Provide technical support to ensure that thematic research projects meet quality standards, when necessary, provide assistance to seek expertise of knowledge institutions. Facilitate and take part in conducting research initiatives on specific and substantive issues.
- Review and provide technical comments on draft research reports. Contribute to the effective dissemination and sharing of knowledge, findings, conclusions, recommendations, and lessons from research to the intended audience as described in the Terms of Reference with a view to strengthening the knowledge base on the impact of the conflict on children. Specifically, assist in feeding research results into key UNICEF strategies on child protection, as well as thematic advocacy reports. Support effective participatory feedback, including to community and civil society stakeholders.
- Provide assistance in tracking to ensure that a management response to the findings and recommendations of the evaluation is completed, recorded, and followed up for implementation.

## 4. Capacity building of partners in terms of data collection and research

*Provide technical support to ensure that the monitoring and research capacities of Child Protection staff and its national partners - Government and civil society - are strengthened, enabling them to increasingly engage in and lead monitoring and research processes.*

**Duties & Tasks**

- Contribute to the collaboration of a data collection and research capacity building strategy for national partners and institutions on CAAC. Provide technical support for implementation of capacity building strategies as a joint commitment with other partners with special attention to the interest, concern, and participation of primary stakeholders.

- In close consultation with child protection colleagues, identify data collection gaps and contribute to formulation of strategy and plans to full such gaps. Exercise effective leadership in implementing them and plan training as required.

- Promote and provide support to ensure that Child Protection and CAAC partners are aware of and have access to UNICEF monitoring and research resources and tools.

- Contribute to strengthen data collection and research capacity of national partner organizations through their involvement in such processes and possibly through specific capacity building initiatives.

- Provide assistance to liaise with knowledge institutions to seek partnerships for the identification of capacity gaps and the development of strategies to address them.

**5. Communication and partnerships**

*Provide technical support to ensure that all the above tasks are carried out and accomplished through effective communication and partnerships, as elaborated below:*

**Duties & Tasks**

- Maintain regular communication with MRM Working Group members to support their establishment, upgrade and development of Information Management Systems to ensure their linkage with the UNICEF MRM database.

- Provide synthesis of monitoring and research outcomes to the Child Protection Section and CAAC partners.

- Ensure that research recommendations are communicated to the relevant partners for implementation and follow- up action.

- Facilitate learning from the results of monitoring and research activities within the MRM Working Group.

**QUALIFICATION AND COMPETENCIES**

Education:

University degree in social sciences, human rights, child rights, advanced statistical research.

Work Experience:

Professional work experience in programme development and implementation including monitoring   and research activities as follows:

- At least one year of relevant professional work experience.
- At least one instance of exposure to child rights/human rights. Active involvement in a humanitarian crisis response/development programme preferred.

Language Proficiency

Fluency in English and Arabic. Hebrew is an asset.