UNITED NATIONS CHILDREN'S FUND
GENERIC JOB PROFILE (GJP)

I. Post Information

Job Title: **Child Protection Officer**	Job Level: **Level 2**
Supervisor Title/ Level: **Chief Field Office /NO-3**	Job Profile No.:
	CCOG Code: **1L04**
Organizational Unit: **Programme**	Functional Code: **CHI**
Post Location: **Field Office – Ciudad Juárez, Chihuahua, Mexico**	Job Classification Level: **Level 2**

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.

Child Protection is the prevention of, and response to, exploitation, abuse, neglect, harmful practices and violence against children. The need for Child Protection is universal: it is for all children everywhere, from low- to high-income countries, in all regions and settings. UNICEF´s programmatic goals on Child Protection are aimed to ensure all children grow up in a protective environment; children living in situations of highest risk received targeted support and children experiences violations receive quality services.

The state of Chihuahua, located at the northern border of Mexico, faces significantly challenges related to poverty, inequality and violence for organized crime. Even whit a strong legal framework and appointed child protection authorities, children in different parts of the state are exposed to different manifestations of violence, exploitation and abuse. The state also currently faces one of the highest rates of immigration coming through seeking to find opportunities or reach a third country. Children, alone or with their families have migrated from Central America and Mexico to reach the north for years, looking for better life conditions. Lately, there has been a significant increase in migrant flows due to increasing poverty, inequality and violence in the region. In addition, immigration policies have rendered longer waiting periods and migrant families and their children require access to rights and services including legal protection, access to education, healthcare, shelter and psychosocial support.

In this context the position will be mainly focused with contributing to strengthen and child protection authorities and to contribute to develop robust protection systems focused on ensuring access to rights for all children regardless of their condition and/or national origin. Engagement with civil society, business organizations and other international organizations is expected. Finally, due to Chihuahua's pluricultural nature, engagement and work with indigenous groups to support access to children's rights protection will be necessary.

Job Organizational context:

The **Child Protection Officer** (NO-2) reports directly to the **Chief Field Office** (NO-3) in Ciudad Juárez, Chihuahua; and for technical supervision they will be in close coordination with the **Chief Child Protection** of Mexico Country Office (P-4).

Purpose for the job:

The Child Protection Officer (NO-2) provides professional technical, operational and administrative assistance throughout the programming process for child protection programmes/projects within the Country Programme from development planning to delivery of results. They prepare, execute, manage, and implement a variety of technical and administrative programme tasks to facilitate programme development, implementation, programme progress monitoring, evaluating and reporting.

III. Key function, accountabilities and related duties/tasks

Summary of key functions/accountabilities:

1. **Support to programme 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 development and planning**
   - Conduct and update the situation analysis for the development, design and management of child protection related programmes/projects. Research and report on development trends (e.g. economic, social, health) and data for use in programme development, management, monitoring, evaluation and delivery of results.
   - Contribute to the development and establishment of sectoral programme goals, objectives, strategies, and results-based planning through research, analysis and reporting of child protection and other related information for development planning and priority and goal setting.

   - Provide technical and operational support throughout all stages of programming processes by executing and administering a variety of technical, programme, operational, and administrative transactions, preparing related materials and documentations, and complying with organizational processes and management systems, to support programme planning, results-based planning (RBM) and monitoring and evaluating of results.

   - Prepare required programme documentations, materials and data to facilitate the programme review and approval process.

2. Programme management, monitoring and delivery of results

- Work closely and collaboratively with colleagues and partners to discuss implementation issues, provide solutions, recommendations and/or to alert appropriate officials and stakeholders for higher-level interventions and/or decisions. Keep records of reports and assessments for easy reference and/or to capture and institutionalize lessons learned.
- Participate in monitoring and evaluation exercises, programme reviews and annual sectoral reviews with government and other counterparts to assess programmes/projects, and to report on required action/interventions at the higher level of programme management.
- Monitor and report on the use of sectoral programme resources (financial, administrative and other assets), verifying compliance with approved allocations, organizational rules, regulations, procedures and donor commitments, standards of accountability and integrity. Report on critical issues and findings to ensure timely resolution by management and stakeholders. Follow up on unresolved issues to ensure resolution.
- Prepare regular and mandated sectoral 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 leadership in the development and implementation of initiatives relates to child protection and ensuring a cross-sectoral approach, coordinating efforts between the FO and the CO, as well as at the interagency level, as required
- Conduct regular programme field visits and surveys and exchange information with partners/stakeholders to assess progress and provide technical support. Take appropriate action to resolve issues and/or refer to relevant officials for resolution. Report on critical issues, bottlenecks and potential problems for timely action to achieve results.
- Provide technical and operational support to government counterparts, NGO partners, UN system partners and other country office partners/donors on the application and understanding of UNICEF policies, strategies, processes and best practices in child protection, to support programme implementation.
- Contribute to the development of strategy documents to overcome shortcomings in the government's protection response including legislative and policy proposals aimed at tackling challenges.

4. Networking and partnership building

- Build and sustain close working partnerships with government counterparts and national stakeholders through active sharing of information and knowledge to facilitate programme implementation and build capacity of stakeholders to achieve and sustain results on child protection.
- Participate in inter-agency meetings/events on programming to collaborate with inter-agency partners/colleagues on UNDAF operational planning and preparation of child protection programmes/projects, and to integrate and harmonize UNICEF's position and strategies with UNDAF development and planning processes.
- Research information on potential donors and prepare resource mobilization materials and briefs for fund raising and partnership development purposes.
- Draft communication and information materials for CO programme advocacy to promote awareness, establish partnership/alliances and support fund raising for child protection programs.
- Plan, develop and deliver trainings and capacity building workshops for child protection authorities, NGOs, IGOs and other stakeholders regarding child protection.

5. Innovation, knowledge management and capacity building

- Identify, capture, synthesize, and share lessons learned for knowledge development and to build the capacity of stakeholders.
- Apply innovative approaches and promote good practices to support the implementation and delivery of concrete and sustainable programme results.
- Research and report on best and cutting-edge practices for development planning of knowledge products and systems.
- Participate as a resource person in capacity building initiatives to enhance the competencies of clients and stakeholders.

IV. Impact of Results

The efficiency and efficacy of support provided by the Child Protection Officer (NO-2) to programme preparation, planning and implementation, contributes to the achievement of sustainable results to create a protective environment for children against harm and all forms of violence, and ensures their survival, development and well-being in society. Success 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 (based on the updated Framework)

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:	A university degree (Bachelor´s Degree) is required, preferably, in one of the following fields: international

	development, human rights, psychology, sociology, international law, or another relevant social science field.
Experience:	A minimum of two (2) years of professional experience in social development planning and/or management in child protection related areas is required.
	Experience working in states in the northern border of Mexico is an asset.
	Developing country work experience and/or familiarity with emergencies is an asset.
	Relevant experience in programme development in child protection related areas in a UN system agency or international organization is considered as an asset.
	Experience in both development and humanitarian contexts is an added advantage.
Language Requirements:	Fluency in Spanish is required.
	Intermediate level of English is required, but complete fluency is an asset.