



UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

I. Post Information

Job Title: Social Policy Officer (Social Protection)
Supervisor Title/ Level: Chief of Social Policy and Governance
Organizational Unit: Social Policy and Governance
Post Location: Hanoi, Vietnam

Job Level: NOB
Job Profile No.:
Job Classification Level:

II. Strategic Office 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.

Strategic office context:

The Viet Nam Country Programme for 2022-2026 aims to support the acceleration of child rights realization to ensure that no child is left behind. Equity is at the core of the country programme, which advance the inclusion of the most disadvantaged and marginalized populations, especially ethnic minorities. The Country Programme contribute to Viet Nam's Socio-Development Plan 2021-2025 and sectoral plans which prioritize equitable social and human capital development, adaptation to climate change, natural disasters and enhanced environmental protection.

UNICEF's support contributes to the four outcomes of the United Nations Strategic Development Cooperation Framework (UNSDCF) - inclusive social development; climate change, disaster resilience and environmental sustainability; shared prosperity through economic transformation; and improved governance and access to justice. The present position is established within the Social Policy and Governance Section under Programme Outcome 4 of the CPD 2021-2026 "By 2026, children and adolescents, especially the most vulnerable, benefit from evidence based, equitable, climate resilient, environmentally-sensitive and participatory policy, planning and public expenditure and an expanded child-sensitive and shock-responsive social" with a focus on managing the design, planning, implementation, monitoring and evaluation of the child-sensitive social protection and child poverty component of the Social Policy and Governance programme,

ensuring convergence and coherence of social policy and governance interventions in the focus provinces and cities of the Country Programme for 2022-2026.

Purpose for the job:

Under the general guidance of the Chief of Social Policy and Governance, the Social Policy Officer (Social Protection) 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. This includes programmes aimed at improving (a) public policies to reduce child poverty with particular focus to social protection; (b) social protection coverage and impact on children; (c) the transparency, adequacy, equity and efficiency of child-focused public investments and financial management; and (d) governance, decentralization and accountability measures to increase public participation and the quality, equity and coverage of social services. This encompasses both direct programme work with government and civil society partners as well as linkages and support to teams working on education, health, child protection, water and sanitation.

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:

1. Improving generation of data and evidence to inform child sensitive and gender responsive social protection.

- Develops evidence on social protection with a focus on children and gender-related issues.
- Supports the collection, analysis, and user-friendly presentation of data on multidimensional and monetary child poverty, including strengthening national capacity to collect routinely, report and use data for policy decision-making.
- Provides technical support and quality assurance of research and studies and regular data-driven analysis for effective prioritization, planning, and development; facilitates results-based management for planning, adjusting, and scaling-up specific social policy initiatives to promote social protection and use of evidence.
- Analyzes the context and its impact on social protection, emerging issues and social policy concerns, as well as implications for children, and proposes and promotes appropriate responses in respect of such issues and concerns, including government resource allocation policies and the effect of social welfare policies on the rights of girls and boys.

2. Strengthening social protection coverage and impact for children

- Supports the development of social protection policies, legislation, and programmes with attention to increasing coverage of and impact on children, with special attention the most marginalized. Identifies, generates, and presents evidence to support this goal in collaboration with partners.
- Promotes strengthening of integrated social protection systems, providing technical support to partners to improve the design of cash transfers and child grants and improve linkages with other social protection interventions such as health insurance, public works and social care services as well as complementary services and intervention related to nutrition, health, education, water and sanitation, and child protection and HIV.

- Undertakes improved monitoring and research around social protection impact on child outcomes, gender issues and use of data and research findings for strengthening programme results.

3. Analysis and advocacy on public financing of social protection that benefits children.

- Works with sector colleagues to build capacity to undertake costing and cost effectiveness analysis on priority interventions on social protection to help inform policy decisions on child-focused investments.
- Identifies policy options for improved domestic financing of child-sensitive social protection interventions.
- Undertake and builds capacity of partners for improved monitoring and tracking of public expenditure to support transparency, accountability, and effective financial flows for essential service delivery, including through support to provincial level planning, budgeting and public financial management as well as facilitating community participation.

4. Strengthened capacity of local government to plan, budget, consult and monitor child-focused social protection.

- Collaborates with national and provincial/local authorities to improve policies, planning, budgeting, consultation, and accountability processes to enable and implement child-sensitive social protection programmes and interventions.
- Develop capacity at provincial/local levels for efficient development. Monitoring and implementation of child-sensitive social protection interventions in an inter-sectoral manner.
- Strengthens capacity to integrate gender-responsive/transformational measures on social protection.

5. Strengthened advocacy and partnerships for child-sensitive social protection.

- Supports correct and compelling use of data and evidence on the situation of boys and girls and coverage and impact of child focused services – in support of the social protection programme and the country programme overall.
- Establishes effective partnerships with the Government, bilateral and multilateral donors, NGOs, civil society and local leaders, the private sector, and other UN agencies to support sustained and proactive commitment to the Convention of the Rights of the Child and to achieve global UN agendas such as the Sustainable Development Goals.
- Identifies other critical partners, promotes awareness, and builds capacity of partners, and actively facilitates effective collaboration within the UN family.
- Identify and support the development of project proposal to support fundraising activities on social protection.

6. UNICEF Programme Management

- Helps manage and coordinate technical support around social protection ensuring it is well planned, monitored, and implemented in a timely fashion so as to adequately support scale-up and delivery. Ensures risk analysis and risk mitigation are embedded into overall management of the support, in close consultation with UNICEF programme sections, Cooperating Partners, and governments.
- Supports and contributes to effective and efficient planning, management, coordination, monitoring and evaluation of the country programme. Ensures that the social planning project enhances policy dialogue, planning, supervision, technical advice, management, training, research, and support; and that the monitoring and evaluation component strengthens monitoring and evaluation of the social sectors and provides support to sectoral and decentralized information systems.

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)*

The efficient and effective technical, administrative and operational support provided to the development and implementation of strategic and effective advocacy, planning and formulation of social protection programmes/projects and the achievement of sustainable results, contributes to achievement of goals and objectives to create a protective environment for children and thus ensure their survival, development and well-being in society. Achievements in social protection programmes and projects in turn contribute to maintaining/enhancing the credibility and ability of UNICEF to provide programme services for mothers and children that promotes greater social equality in the country.

V. Competencies and level of proficiency required

Core Values attributes

- Care
- Respect
- Integrity
- Trust
- Accountability

Functional Competencies

- Persuading and influencing (1)
- Applying technical expertise (1)
- Learning and researching (2)
- Planning and organizing (2)

or

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)

*The 7 core competencies are applicable to all employees. However, the competency Nurtures, Leads and Managers people is only applicable to staff who supervise others.

VI. Recruitment Qualifications

Education:

A university degree in one of the following fields is required: Economics, Public Policy, Social Sciences, International Relations, Political Science, or another relevant technical field.

Experience:

A minimum of two years of relevant professional experience is required.

	<p>Experience working in a developing country is considered as a strong asset.</p> <p>Background and/or familiarity with emergency is considered as a strong asset.</p>
Language Requirements:	<p>Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.</p>