



UNITED NATIONS CHILDREN'S FUND (GENERIC) JOB PROFILE

I. Post Information

Job Title: **Child Protection Specialist**
Supervisor Title/ Level: **Chief, Child Protection**
Organizational Unit: **Programme**
Post Location: **Country Office**

Job Level: **Level 4**
Job Profile No.:
CCOG Code:
Functional Code:
Job Classification Level: *(For non GJP)*

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 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.

Job organizational context: The Child Protection Specialist GJP is to be used in a large Country Office (CO) where the Representative is at the D2/D1 level and the Child Protection Program is a **full/comprehensive** component of the Country Program (or UNDAF). The Specialist reports to the **Chief, Child Protection who is at Level 5**.

Purpose for the job: The Child Protection Specialist reports to **the Chief Child Protection** for general guidance and direction. The Specialist supports the Chief in managing the Section and contributing to knowledge development/innovation and for developing and preparing child protection (and/or integrated/complex/key) programs/projects. The Specialist provides authoritative technical guidance/operational support throughout all stages of programming to facilitate the management and delivery of concrete and sustainable contributions to national and international efforts to create a protective environment for children against all harm and to protect their rights to survival, development and wellbeing as established under the Convention on the Rights of the Child, international treaties/framework and UN intergovernmental bodies.

The Specialist contributes to achievement of concrete and sustainable programs/projects results according to plans, allocation, results based-management approaches and methodology (RBM) and UNICEF's Strategic Plans, standards of performance and accountability framework

III. Key function, accountabilities and related duties/tasks

Summary of key functions/accountabilities:

1. **Management and advisory support to the Chief**
2. **Program development and planning**
3. **Program management, monitoring and quality control of results**
4. **Advisory services and technical support**
5. **Advocacy, networking and partnership building**
6. **Innovation, knowledge management and capacity building**

1. **Management and advisory support to the Chief**

- Provide advice to the Chief in establishing the annual work plan including developing strategies and determining priorities/targets and performance measurements. Coordinate work progress monitoring and ensure results are achieved according to schedule and performance standards and report to Chief critical issues for timely action.
- Provide technical assistance/advice to colleagues in the Section on all aspects of programming and implementation to enable colleagues to achieve program/performance objectives
- Perform the full duties of the Chief in his/her absence.

1. **Program development and planning**

- Plan and/or provide technical assistance and operational support to the preparation/design and conduct/update of situation analysis to ensure that current comprehensive and evidence based data on child protection issues are available to guide UNICEF's strategic policy advocacy, intervention and development efforts on child rights and protection and to set program priorities, strategies, design and implementation plans.
- Keep abreast of national/regional/international development priorities on child protection and rights to enhance program management and delivery.
- Participate in strategic program discussion on the planning of child protection programs/projects. Formulate, design and prepare programs/projects proposal for the sector, ensuring alignment with the overall UNICEF's Strategic Plans and Country Program and coherence/integration with UN Development Assistance Framework (UNDF), regional strategies and national priorities, plans and competencies.
- Establish specific goals, objectives and strategies and implementation plans for the sector/s using on results-based planning terminology and methodology (RBM). Prepare required documentations for program review and approval.
- Work closely and collaboratively with internal and external colleagues and partners to discuss strategies and methodologies and to determine national priorities/competencies to ensure the achievement of concrete and sustainable results.
- Provide authoritative technical and operational support throughout all stages of programming processes to ensure integration, coherence and harmonization of programs/projects with other UNICEF sectors and achievement of results as planned and allocated.

2. **Program management, monitoring and quality control of results**

- Plan and/or collaborate with monitoring and evaluation initiatives to establish benchmarks, performance indicators and other UNICEF/UN system indicators, to assess/strengthen performance accountability, coherence and delivery of concrete and sustainable results in child protection programs.

- Participate in major monitoring and evaluation exercises, program reviews and annual reviews with government and other counterparts to assess progress and to engage stakeholders to take required action/interventions to achieve results.
- Prepare/assess monitoring and evaluation reports to identify gaps, strengths/weaknesses in program and management, identify lessons learned and use knowledge gained for development planning and timely intervention to achieve goals.
- Monitor programs/projects to assess progress, identify bottlenecks and potential problems and take timely decisions to resolve issues and/or refer to relevant officials for timely resolution.
- Plan, monitor and control the use of program resources (financial, human, administrative and other assets) certifying/verifying compliance with organizational rules, regulations and procedures, donor commitments and standards of accountability and integrity. Ensure timely reporting and liquidation of resources.
- Submit/prepare program/project reports to donors and other partners to keep them informed on program progress and critical issues.

3. Advisory services and technical support

- Provide technical advice to key government officials, NGO, UN system and other country office partners on policies, strategies, best practices and approaches on child protection, human rights and other related issues to support program development planning, implementation and delivery of results.
- Coordinate/ensure the availability of technical experts (with Regional Office/HQ) to ensure timely support throughout all stages of programming/project processes.
- Participate in strategic discussions to influence policy and agenda setting for combating poverty and all forms of discrimination against women/children by advising on and advocating strategies and approaches to promote/catalyze social changes for a protective environment for child survival, development and well being in society.
- Prepare policy papers, briefs and other strategic program materials for management use, information and consideration.
- Participate in country discussions on child protection emergency preparedness, programming and contingency planning to ensure proactive and appropriate response are in place to meet onset of emergencies nationally or other designated locations.

4. Advocacy, networking and partnership building

- Build and strengthen strategic partnerships through networking and advocacy with local/national governments, UN system agency partners, donors, internationally recognized institutions, NGOs, funding organization, research institutes and private sector to reinforce cooperation and/or pursue opportunities to promote goals and achieve sustainable and broad results on child protection.
- Prepare communication strategies and implementation plans and activities for maximum communication impact and outreach to promote awareness, establish partnership/alliances for sustainable results and support fund raising for UNICEF and Country Office child protection programs and emergency interventions.
- Participate and/or represent UNICEF in inter-agency (UNCT) discussions and planning on child protection and related issues to ensure organizational position, interests and priorities are fully considered and integrated in the UNDAF process in development planning and agenda setting. Collaborate with inter-agency partners/colleagues UNDAF planning and preparation of programs/projects including emergency preparedness.

5. Innovation, knowledge management and capacity building

- Promote critical thinking and innovative approaches and good practices for sustainable child protection programs/projects initiatives through advocacy and technical advisory services.

- Keep abreast, research, benchmark, introduce and implement best and cutting edge practices on child protection management and information systems. Institutionalize and disseminate best practices and knowledge learned.
- Contribute to the development of policies and procedures and introduce innovation and best practices to ensure optimum efficiency and efficacy of sustainable programs and projects.
- Organize/plan/implement capacity building initiatives to enhance the competencies of clients/stakeholders to promote sustainable results on child protection and related programs/projects.

IV. Impact of Results

The strategic and effective advocacy, planning and formulation of child protection programs/projects and the achievement of sustainable results, contributes to the achievement of goals and objectives to create a protective environment for children against harm and all forms of violence and ensures their survival, development and well being in society. Achievements in child protection programs and projects in turn contribute to maintaining/enhancing the credibility and ability of UNICEF to provide program services for mothers and children that promotes greater social equality in the country.

V. Competencies and level of proficiency required (based on UNICEF Professional Competency Profiles/ratings).

i) Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability
- Sustainability

ii) Core Competencies (For Staff with Supervisory Responsibilities)

- Nurtures, Leads and Manages People (2)
- 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)

VI. Recruitment Qualifications

Education:	An Advanced University degree (Master's degree or higher) in international development, human rights, psychology, sociology, international law or other social science field is required.
Experience:	A minimum of 8 years of professional experience in social development planning and management in child protection and/other related areas at the international level some of which preferably were served in a developing country is required. Relevant experience in child protection and related areas, program/project development and management in a UN system agency or organization is an asset. Experience in both development and humanitarian contexts is an added advantage.
Language Requirements:	Fluency in English and Spanish is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian) and/or Portuguese is an asset.