

<b>TEMPORARY APPOINTMENT: Social Policy Officer (Shock Responsive Social Protection)</b>	
UNICEF Malawi is seeking to engage a temporary appointment to provide technical guidance, operational support and coordination throughout all stages of programming to enhance the capacity of the Government of Malawi for policy, planning, strategy development, implementation, and coordination of the social protection sector; enhance coordination, implementation, gender and shock sensitivity and monitoring of the Social Cash Transfer Programme through reforms and innovation; and strengthen capacities of national and district-level officials to design, implement and monitor the Malawi National Social Protection Strategy.	
<b>Engagement contract</b>	Temporary Appointment
<b>Post Level</b>	NO-B
<b>Location</b>	Lilongwe
<b>Duration</b>	364 days
<b>Supervisor</b>	Social Policy

## 1. ORGANIZATIONAL CONTEXT

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.

**Strategic office context:** The UNICEF Malawi Country Programme (2024-2028) works through a One-UN approach based on the new United Nations Sustainable Development Cooperation Framework (UNSCDF) Strategic Priorities. 2024-2028). All four strategic priorities of the UNSCDF 2024-2028 hold significance to UNICEF and the priorities identified for children: i) Economic Development, ii) Governance, iii) Human Capital Development, and iv) Climate Change. UNICEF co-leads the further elaboration and results in developing the Human Capital Development strategic priority. The intent of the UNICEF CPD 2024-2028 is fully aligned with these priorities, which are also directly linked to the pillars of Malawi Vision 2063, and the Malawi Implementation Plan (MIP, 2030).

The Government of Malawi has committed to building an inclusively wealthy and self-reliant country by 2063 ('Malawi 2063').<sup>1</sup> UNICEF supports Malawi through a new country programme (2024–2028), whose social policy component seeks to safeguard the rights of the most vulnerable children through inclusive, evidence-based social protection and social services that are financed efficiently and equitably. The social policy outcome aligns with the National Social Support Programme and Social Cash Transfer Programme Strategic Plan for 2022–2027 and will contribute to all four United Nations Development Cooperation Framework (2024–2028) strategic priority areas.

Planned interventions 2024 – 2028 include:

- UNICEF will support operationalization of the Malawi National Social Protection Strategy (MNSPS) to improve coverage, quality and inclusivity of social protection interventions in response to the needs of the most vulnerable children and families.
- UNICEF will assist the Government in improving its capacity to design and implement integrated social protection policies and strategies. UNICEF will also assist in improving social assistance targeting, strengthening national delivery systems to respond quickly and effectively to shocks, establishing solid intersectoral linkages through sustainable 'cash-plus' models, producing progressive evidence and improving sector coordination.
- Within Malawi's public finance management strategy (2023–2028) and the roll-out of a new decentralization policy, UNICEF will coordinate with partners to enhance government capacity to implement improved legislation and frameworks for financing social-sector service delivery for children at both national and local levels.
- UNICEF will focus on strengthening planning, expenditure and reporting systems for the implementation of decentralisation reforms as a primary mechanism to support adequate service delivery for children. UNICEF will continue to support efforts to improve budget transparency, oversight and allocations of domestic resources for children, and it will continue to produce evidence on sectoral spending in support of improvements and better targeting of sectoral programmes and investments, ensuring equal opportunities for all children to achieve their full potential.
- UNICEF will support partners in their regular production of evidence on multidimensional child poverty, and their use of such evidence, to inform government efforts to address key deprivations of children and families as a priority in social policies, frameworks, budgets and the design of poverty-reduction programmes.

The EU Delegation in Malawi and the Embassy of Ireland are supporting the implementation of the 3-year Social Protection for Gender Empowerment and Resilience (SP-GEAR) programme aimed at supporting the Government of Malawi in empowering Malawi's poorest and most vulnerable girls and women. Interventions will be conducted at central level and in 9 districts (Mzimba, Balaka, Ntcheu, Mulanje, Zomba, Neno, Mwanza, Chikwawa & Nsanje). One of the specific objectives of the programme is to enhance the efficiency and effectiveness of the MNSPS, to support an efficient, effective, and sustainably financed social protection system. SP-GEAR will support the coordination, implementation, gender and shock sensitivity and monitoring of the social protection system to support improved coverage by social protection programmes for vulnerable people to cope with crises and shocks. The Action will strengthen the governance of the sector through comprehensive and targeted capacity building of relevant government stakeholders, strengthened coordination, evidence

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<sup>1</sup> National Planning Commission (NPC), *Malawi 2063. Malawi's Vision: An inclusively wealthy and self-reliant nation*, NPC, Lilongwe, January 2021.

generation, and use of innovative digital tools for social protection and accountability/monitoring systems. The Action will specifically support the implementation and enhancement of the Social Cash Transfer Programme (SCTP).

The Social Policy Officer (Shock Responsive Social Protection [SRSP]) will support activities related to the coordination, capacity building, implementation and monitoring of the social protection sector and more specifically, the flagship social assistance programme, the SCTP.

## **2. PURPOSE OF THE JOB**

Under the overall guidance and direction of the Social Policy Specialist, the Social Policy Officer (SRSP) is expected to provide technical guidance, operational support and coordination throughout all stages of programming to enhance the capacity of the Government of Malawi for policy, planning, strategy development, implementation, and coordination of the social protection sector; enhance coordination, implementation, gender and shock sensitivity and monitoring of the Social Cash Transfer Programme through reforms and innovation; and strengthen capacities of national and district-level officials to design, implement and monitor the MNSPS.

This includes activities aimed at strengthening the social protection policy framework, its operationalization and coordination; enhancing the effectiveness of social assistance targeting; strengthening social protection delivery systems with a focus on innovation and shock responsiveness; establishing linkages between social protection beneficiaries and nutrition services.

## **3. KEY FUNCTIONS, ACCOUNTABILITIES AND RELATED DUTIES/TASKS**

The Social Policy Officer (SRSP) is expected to provide technical support as part of the Social Policy team and in partnership with counterparts and partners, at national and district level, with a specific focus on the following elements:

- Provide technical assistance to the implementation of the Social Cash Transfer programme (SCTP) at district and central level.
- Support implementation of social protection systems strengthening (targeting, payment modalities, grievance and redress mechanism and capacity development).
- Support functionality of social protection systems like E-MIS, Grievance and Redress Mechanism MIS, Target MIS, Unified Beneficiary Registry (UBR).
- Support implementing partners with programme delivery mechanisms using UNICEF requirements.
- Provide technical expertise in implementing cash plus for social protection programmes like nutrition sensitive social protection.
- Support Emergency related programming for shock sensitive social protection, including vertical expansion for SCTP beneficiaries, and horizontal expansion, for temporary beneficiaries.
- Monitor implementation of joint UNICEF-government work plans.
- Manage consultants and monitor progress of delivery.
- Provide administrative and technical backstopping by reviewing budget preparation and reporting and liquidation processes.
- Contribute to external donor and internal reports and key documents.
- Any other related tasks which may be required or assigned by the supervisor.

## 4. QUALIFICATIONS

### Education:

- A bachelor's university degree in one of the following fields is required: Social Protection, Public Policy, Political Science, Public Administration, Economics, International Relations, Development Studies or related discipline.
- A masters degree will be considered an asset.

### Experience:

- At least 2 years of professional work experience is required in a national social protection programme.
- Experience in planning and rolling out cash transfers in humanitarian contexts is preferred.
- Experience working in the UN or other international development organization desirable.

### Expected technical knowledge and skills:

- Accuracy and professionalism in document production and editing.
- Excellent communication and interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, religious and youth organizations, and authorities at different levels.
- Ability to work effectively in a multicultural team of international and national personnel.
- Commitment to the UNICEF's values and guiding principles.
- Ability to build trust, develop, and maintain effective working relationships with respect for diversity.
- Ability to perform under pressure; ability to work and adapt professionally and effectively in a challenging environment.
- Conscientious and efficient in meeting commitments, observing deadlines, and achieving results.
- Self-motivated, ability to work with minimum supervision.
- Strategic thinking and decision-making skills, with a commitment to excellence.
- Strong interpersonal, teamwork, and self-management skills, as well as mature judgment.

### Language:

- Fluency in spoken and written English and spoken Chichewa is required.

## 5. COMPETENCIES

### Core Values

- Care, Respect, Integrity, Trust, Accountability and Sustainability (CRITAS).

### Core Competencies

(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.