



UNITED NATIONS CHILDREN'S FUND
JOB PROFILE (JP)

I. Post Information

Job Title: **Partnerships Specialist**

Organizational Unit: **UNICEF Office**

Post Location: **Phnom Penh, Cambodia**

Job Level: **Level 3**

Job Profile No.:

CCOG Code:

Functional Code:

Job Classification Level: **Level 3**

II. Job organizational context and purpose for the job

UNICEF's approach to engaging with the business sector builds on the premise that business is a relevant stakeholder in UNICEF's agenda for children. Engaging business and relevant business stakeholders does not replace other strategies, but in the appropriate circumstances can add a new dimension of expertise, innovation and impact at scale. As part of UNICEF's global Business for Results (B4R) initiative, UNICEF Cambodia is planning to expand its engagement with business and to address business impact on children. The aim is to unlock the potential of business as a change agent for children, embedding business as a stakeholder in the country programme components, as relevant.

UNICEF's work with business is guided by the UN Guiding Principles on Business and Human Rights (2011) as well as the Children's Rights and Business Principles (2012) and UN CRC General Comment No 16.: 'State obligations regarding the impact of the business sector on children's rights'.

UNICEF has been working in Cambodia since 1952. We work with partners to promote the healthy development of children, to defend their rights and help them fulfil their potential, from early childhood to adolescence. Our programmes are outlined in a cooperation agreement with the Government of Cambodia (Country Programme 2019–2023), and our vision is to contribute to national efforts so that all girls and boys, especially the most marginalised, have access to services such as education, health, nutrition, child protection, water, sanitation and hygiene and civic engagement.

UNICEF Cambodia Private Sector Engagement Strategy was developed in 2021 and aims to use private sector engagement as a core strategy to achieve results for children, and the private sector being placed as a key stakeholder in this work through Business for Results (B4R) for Children.

Job organizational context:

Guided by the UNICEF Cambodia Private Sector Engagement Strategy, the Partnerships Specialist will work in close collaboration with programme teams to provide strategic guidance and support in fostering strategic partnerships and initiatives with the private sector and other relevant stakeholders to achieve results for children in line with UNICEF Cambodia country programme. The post is located in Phnom Penh, Cambodia.

Purpose of the job:

The role aims to strengthen UNICEF Country Programme capacity to better engage and leverage business using rights-based approaches to achieve results for children and adolescents. The post will contribute to build the capacity of Programme staff, the identification of strategic business

partners and co-creation of investment cases/proposals. The post will contribute toward the development of business-related standards and measurement, knowledge management, creation of tools, technical guidance and case studies for UNICEF. The Partnerships Specialist will also contribute to strengthening the business engagement strategy throughout the programme cycle, including through the development of KPIs, indicators and reporting standards and guidance and by supporting the integration of Private Sector Engagement (PSE) as a core strategy in the next Country Programme Document (CPD) (planning starts in 2022). According to UNICEF's Programme Guidance on "Engagement with business" the position will ensure that:

- A. Private sector stakeholders (corporations, umbrella organisations, the Government, the CSO, bi-and multilateral organisations etc.) leverage resources to achieve SDGs for children in Cambodia in innovative ways
- B. Private sector companies collaborate to achieve results for children
- C. Private sector advocates for children's rights, and
- D. The private sector understands and take steps to change its own policies and practices regarding its impact on children's and parents' rights.

III. Key functions, accountabilities and related duties/tasks:

1. Provide technical support to UNICEF Cambodia to operationalise the Private Sector Engagement strategy and integrate business as a cross-sectoral programme strategy

- Provide technical support and strategic direction to UNICEF Cambodia programme team in the engagement with private sector, especially with the key sectors identified in UNICEF's Cambodia Private Sector Engagement Strategy, including but not limited to online education and online protection. Strategies may include direct business engagement, advocacy initiatives with multi-stakeholder platforms, organization of forums to bring private sector actors together and engagement with government authorities and standard setters on the Children's Rights and Business Principles.
- Support to programme sections on the integration of private sector within their workplan and activities, following UNICEF guidance on PSE and B4R. This includes support to evidence generation, strategy development, adaption of relevant UNICEF tools and guidance to the Cambodia context, documenting lessons learned, producing concept notes, briefs, and proposals for private sector engagement and advising on risk management in line with UNICEF's due diligence approach etc.
- Build the capacity of Cambodia CO Programme teams, as part of UNICEF's "Business for Results" initiative. Support the organization, administration and implementation of capacity building and knowledge management initiatives to enhance the competencies of stakeholders and partners across programme sectors in PSE planning, implementation and evaluation in support of programmes/projects. Develop and adapt training materials for training activities based on global and regional content and revise them periodically for improvements and updates.
- Establish Key Performance Indicators (KPIs) based on global guidance, and support the implementation of monitoring and evaluation of private sector related activities across the country programme, in coordination with Regional Office and where appropriate, HQ and other Country Offices.
- Support UNICEF Cambodia fundraising and business advocacy efforts, with a focus on online education and online protection, as CO's strategic pillars in PSE.
- Contribute to integration of a clear PSE strategy and action plan, with relevant indicators and budget, in the next Country Programme Document (CPD) (planning starts in 2022).

2. Engage with businesses in Cambodia and abroad to build sustainable partnerships and capacities with the private sector as an advocate and supporter of child rights.

- Position child rights and responsible business conduct as a relevant topic in relevant events and platforms on sustainability, CSR and responsible business practices in Cambodia
- Provide technical guidance to relevant business stakeholders and platforms on the integration of child rights considerations into business policies, practices and operations.
- Interact directly with prospective partners as required to develop high value partnerships, provide professional account management support to steward and grow the partnerships or

engagements. Create opportunities to publicly recognize 'champions' and leverage their support in advancing B4R strategies.

- Cultivate and manage relationships with government and civil society entities related to children's rights and business – including but not limited to chambers of commerce, government bodies, etc. – and management of joint initiatives / projects with these entities.
- Maintain networks for intelligence gathering on corporate sustainability, philanthropy, Business and Human Rights, and other private sector dialogues which may influence, or be influenced by UNICEF's agenda.

3. Contribute to knowledge generation and knowledge management

- Institutionalize/share best practices and knowledge learned/products with global/local partners and stakeholders to build capacity of practitioners/users, and disseminate lessons learned to key audiences including donors and partners.
- Collect and synthesize qualitative and quantitative information and data to support the establishment of comprehensive and evidence-based information for developing and planning the business for results strategies aligned with the Country Programme.
- Document and systematize strategy implementation and lessons learnt.

4. Develop implementation tools and communication materials

- Adapt and develop tools and guidance, communication materials and strategies relevant to B4R, with a view to creating uptake by UNICEF Country Office, government, business and other stakeholders.
- Identify and develop stories and other communication assets to raise awareness of results achieved through business and government partnerships.
- Ensure visibility for relevant non/and private sector donors contributing to UNICEF's Cambodia PSE work.

5. Other duties

- Performs other related duties as assigned by the supervisor to ensure the success of the team, including guiding, training, and coaching short-term staff, including interns and consultants, as needed.

IV. Impact of Results

The Partnerships Specialist is a seasoned professional in the field of child rights and sustainability, external relations, partnership development and resource mobilization. The quality of work and external communications performed by the specialist directly impacts on the overall reputation of UNICEF. S/He follows established procedures but is expected to make recommendations on strategies for engagement and communication products. The Partnership Specialist is accountable for quality, substantive input and ability to project a competent and trusted image of UNICEF to partners.

V. UNICEF values and competency Required (based on the updated Framework)

i) Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability

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. Skills

- Diplomatic communication and negotiation skills to establish and maintain trusted partnerships for achievement of objectives and to develop close and effective working relationships with diverse stakeholders.
- Current knowledge of business and human rights and sustainability issues, strategies, as well as programming policies and procedures in international development cooperation.
- In-depth knowledge of child rights, programming principles, partnership development and resource mobilization.
- Demonstrated ability to formulate new approaches in respect of resources management and outreach- related activities.
- Skill in the identification of new opportunities or requirements to meet challenges in the field and propose changes.
- Excellent communications skills, verbal and written.
- In-depth familiarity with political and governmental processes.
- Ability to conduct sound policy analysis.

VII. Recruitment Qualifications

Education:	An advanced university degree is required in one of the following fields: international relations, political science, communications, international development, or another relevant technical field.
Experience:	A minimum of five years of professional experience in one or more of the following areas is required: corporate sustainability, child rights or human rights and business, public affairs, programme management, resource mobilization, or other relevant area.
Language Requirements:	Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.