GENERIC JOB PROFILE

I. Post Information	
Job Title: Technology for Development (T4D) Specialist **Supervisor Title/ Level:** Chief of Basic Education, Adolescent Development and Child Protection **Organizational Unit:** Programme/Operations **Post Location:** Lesotho Country Office	**Job Level:** NO-3 **Job Profile No:** 129757 **CCOG Code:** 1A05 **Functional Code:** ICT **Job Classification Level:** NO-3 **Type of Appointment:** Temporary Appointment **Duration:** 364 days

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 Technology for Development (T4D) Specialist will report to Chief of Basic Education, Adolescent Development and Child

Purpose for the job: The purpose of this role is to coordinate and support demand for Technology for Development programmatic support. UNICEF Programmes increasingly leverage digital means for effective programme delivery, systems strengthening and monitoring. The T4D Specialist will work with programme teams in the identification, assessment and integration of ICTs and digital innovation into UNICEF programming; strengthening internal capacity to lead and support T4D related initiatives including projects on interoperability of government data in social sectors, roll out of Tech4Edu initiatives, safeguarding of social protection data bases among others; identifying and engaging with key partners; building business relationships; applying reusable and replicable technical buildings blocks; and maximizing the potential for the scale-up and sustainability of technology and digital innovation for UNICEF programming.

The T4D Specialist works closely with Programme staff and in close liaison with Regional Office ICT and T4D teams, and the central ICT Division where applicable.

III. Key functions, accountabilities and related duties or tasks

Summary of the key functions, accountabilities and related duties or tasks include:

1. Digital/Data Solution Implementation
2. Strategic Oversight and Policy Compliance
3. Resource Mobilisation
4. Portfolio Coordination and Project Management
5. Knowledge Management
6. Digital Capacity Building
7. Digital Innovation
8. Business Analysis
9. Leadership and People Management (For supervisory positions)

1. Digital/Data Solution Implementation

Guidance and Design of T4D Interventions

- Provide guidance and technical support to the Country Office in the identification, selection, concept design, deployment and sustainability of T4D interventions to address bottlenecks towards the achievement of programme results.

Solution Procurement and Evaluation

- Guide the review of technical solutions to ensure UNICEF standards and Technology Playbook are followed; contribute to project management processes, generation and review of terms of reference and vendor selection.

Deployment Advice and Support

- Advise on implementation strategy of digital technology initiatives, including technical oversight, troubleshooting and the documentation of challenges and resolutions.

Business Relationship Management

- Coordinate business and programme relationship services to define high-level requirements; document and match requirements and guide the design, development and deployment of appropriate T4D solutions that are in line with the UNICEF Technology Playbook.

2. Strategic Oversight and Policy Compliance

Participation in Programme and Management Processes

- Integrate digital development and technology innovation into the programme planning lifecycle. Align with programme priorities and participate in planning meetings to ensure T4D functional accountabilities.

Digital Development and Technology Innovation Strategy

- Guide on implementation of the technology and digital innovation strategy for the Country Office. Bring visibility to T4D gaps, opportunities and scale-up strategy in support of Country Office priorities. Work directly with section chiefs to Co-Create strategies on how technology and innovation can support the country programme.

Quality Assurance

- Oversee quality assurance during planning and deployment of T4D initiatives; participate in establishing and maintaining standards, documentation and support mechanisms for T4D.

ICT Emergency Preparedness and Response

- Coordinate the ICT emergency preparedness activities within the Country Office as frequently as required by the office. Manage creation of the Country Office level disaster recovery plan and utilise ICT emergency preparedness checklist.

Compliance with T4D Best Practices

- Convene Country Office T4D Governance Committee and ensure compliance of T4D initiatives with the Principles for Digital Development (http://digitalprinciples.org/) and

UNICEF and UNICEF Technology Playbook. Contribute to system strengthening, including governance in country, infrastructure.

3. Resource Mobilisation

Develop Partnerships and Networks

- Develop partnerships and networks ensuring strong engagement with partners such as local solution providers, innovators, NGOs, cultural and religious organisations, private sector, local media, ICT authorities, communications commissions, and academia to build and provide a space to nurture and test new and innovative technologies and build local capacity.

Advocacy and Communication

- Represent the Country Office in external, inter-agency or partner forums on digital development and technology innovation.

Proposal and Donor Development

- Identify and explore opportunities for resource mobilisation and new partnerships. Lead proposal and donor development efforts.

Transfer and Skill-sharing for Programme Partners

- Build and sustain effective close working partnerships with government counterparts and national stakeholders through active sharing and transfer of knowledge, skills and tools to foster and facilitate technology-enabled programming.

Standards and Procedures for Ownership

- Coordinate with stakeholders to advise on standards, procedures and partnerships for T4D interventions and their transition to relevant government and civil society Institutions.

Guide Programme Partners

- Provide technical and operational guidance to a wide range of stakeholders and partners on UNICEF policies, practices, standards and norms on technology for development.

Document Localized Partners and Profiles

- Oversee development of catalogue of potential country specific T4D partners and their profiles/areas of engagement to promote and enhance UNICEF goals for outcomes for children through Technology for Development.

4. Portfolio Coordination and Project Management

Portfolio Coordination

- Coordinate in deploying a portfolio approach and developing a digital roadmap for adapting common solutions prioritised for UNICEF programming (e.g. Digital Public Goods). Use UNICEF's INVENT global online portfolio for T4D and innovation to record solutions and their status.

Project Management

- Manage projects and initiatives, ensuring timely delivery throughout the lifecycle from assessment through to implementation and ongoing operations, while ensuring consistent stakeholder engagement.

5. Knowledge Management

Share Lessons Learned

- Identify, capture, and share lessons learned from T4D for integration into broader knowledge development planning, advocacy and communication efforts.

Monitoring, Evaluation and Learning

- Collaborate with Planning, Monitoring and Evaluation focal points to ensure documentation and clear monitoring and evaluation mechanisms for innovation and T4D projects including baseline data collection, on-going monitoring, as well as first phase data collection and analysis.

Contribute to Peer Support Networks

- Contribute and share to regional and global digital development and technology innovation networks and activities.

6. Digital Capacity Building

Utilise Data for Evidence Generation

- Identify data needs of programmes and partners and propose solutions. Build capacity of programme staff and partners in analysing the large amounts of data generated through T4D initiatives including the use of data visualization techniques and analytics tools.

Provide Training to Stakeholders and End-users

- Lead capacity building initiatives to enhance the competencies, capacity and knowledge within the programmes on digital development. Train UNICEF staff, partners, government counterparts and other end users in digital development and technology innovation.

7. Digital Innovation

Identify and Assess New Technology and Digital Innovations

- Guide programme sections to identify and assess new T4D initiatives, or new phases of on-going initiatives, with immediate potential to improve UNICEF programming. Coordinate with programme sections to identify significant product, organizational and process opportunities.

Build Awareness around Innovation and Frontier Technology

- Develop staff capabilities in appropriate use of frontier technology and innovations such as UAVs, wearables, IoTs, mobile money, blockchain etc. Maintain up to date knowledge of the latest trends and developments.

8. Business Analysis

User Centric Design

Utilise human/user-centric design methods to support user-acceptance testing, evaluation, documentation and analysis (e.g. design thinking)

Landscape Mapping

- Maintain an inventory of technology and innovation interventions, assets, resources and networks.

IV. Impact of Results

The scale-up of UNICEF T4D's strategic integration in programming and digital innovations has allowed UNICEF to effectively support programme partners in closing gaps to meet children's needs, often under complex environments, and in line with existing national systems.

Any failures not properly addressed or corrected by the T4D Specialist will have high operational and damaging impact on UNICEF offices. The absence or lack of sound management of the T4D Specialist's leadership and guidance will affect UNICEF's ability to support local counterparts and implementing partners and potentially affect UNICEF ICT globally and possibly have legal or financial repercussions affecting UNICEF's brand and reputation.

V. Competencies and proficiency (level) requirement:

(based on UNICEF Competency Framework)

Core Values

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

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. Qualifications	
Education:	An advanced university degree (Master's Degree or equivalent) is required in Digital Transformation, Business Analysis, ICT Management, Computer Science, Innovation, Digital Development, International Development or another relevant technical field.
Experience:	A minimum of 5 years of professional experience in Information Communication Technology for Development in a large international organization or corporation is required, including: • Experience identifying, designing and implementing solutions for large-scale projects with technical components – including supervising external vendors and software developers; responsibility for business analysis, budgets, contracts, project management and procurement, etc. • Experience with ICT, mobile and web-based technologies, particularly designing or deploying tools appropriate to the region • Exposure to UNICEF, UN or other INGO programmatic areas, including health, nutrition, child protection and/or education. • Experience in applying technical solutions to address programmatic issues Experience in the following areas is desirable: • Experience in open source, mobile and emerging technology applied to UNICEF programme areas • Experience working in T4D/ICT4D program design, service design, and field deployment/implementation in developing countries • Experience with RapidPro, Primero, DHIS2, ODK and other global public good technologies, and deploying, maintaining and scaling these technologies • Software programming experience, with focus on writing new code to deliver enhancements, new functionality, and defect resolution

	as well as proficiency with source code and continuous integration solutions (such as GitHub, Circle/Travis, Jenkins, etc.)
Language Requirements:	• Fluency in English is required. • Knowledge of another official UN language (Arabic, Chinese, French, Russian, Spanish) or local language of the duty station is considered as an asset.

VII. Child Safeguarding	
Is this role a representative, deputy representative, chief of field office, the most senior child protection role in the office, child safeguarding focal point or investigator (OIAI)?	No
Is this post a direct contact role in which incumbent will be in contact with children either face-to-face, or by remote communication, but the communication will not be moderated and relayed by another person?	No
Is this post a child data role in which the incumbent will be manipulating or transmitting personal-identifiable information on children such as names, national ID, location data or photos?	No
The selected candidate for the position will be	

required to engage with vulnerable children?	No