GENERIC JOB PROFILE

I. Post Information	
Job Title: **Health and Nutrition Officer (Community Systems)** Supervisor Title/ Level: **Chief Health & Nutrition (P- 4)** Organizational Unit: **Child Survival and Early Care** Post Location: **Harare, Zimbabwe**	**Job Level:** Level 2 **Job Profile No:** ZIM27003 **CCOG Code: 1I03n** **Functional Code : HNN** **Job Classification Level: NO2**

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 Health & Nutrition Officer GJP is to be used in Zimbabwe Country Office reporting to the Chief of Health and Nutrition Section.

Purpose for the job:

The Health and Nutrition Officer (Community Health Systems) provides technical, operational and coordination support for the planning, implementation, monitoring and evaluation of community health and nutrition programmes. The position contributes to strengthening primary health care systems, community health workforce programmes, integrated maternal, newborn, child, adolescent and nutrition services, and community engagement approaches that improve equitable access to quality health and nutrition services for women, children and adolescents.

The Officer supports the Government of Zimbabwe, implementing partners and communities to strengthen community-based service delivery platforms, improve demand and utilization of essential health and nutrition interventions, and enhance programme quality, sustainability and accountability. The position contributes to policy development, capacity strengthening, evidence generation, programme monitoring, emergency preparedness and resource mobilization to achieve national priorities and UNICEF programme objectives.

III. Key functions, accountabilities and related duties/tasks

Within the delegated authority and under the given organizational set-up, the incumbent may be assigned the primary, shared, or contributory accountabilities for all or part of the following areas of major duties and key end-results.

1. Situation Analysis, Evidence Generation and Knowledge Management

- Support the preparation and regular updating of health and nutrition situation analyses with a focus on community health systems, primary health care and nutrition outcomes.
- Compile, analyse and interpret programme, survey and administrative data to identify trends, bottlenecks and inequities affecting women, children and adolescents.
- Prepare technical reports, presentations, dashboards and analytical products to support programme planning, review and decision-making.
- Contribute to programme documentation, lessons learned, operational research and dissemination of good practices.
- Support development of sectoral inputs for programme documents, annual reports, donor reports and other strategic documents.

2. Technical Support for Community Health Systems Strengthening

- Provide technical support for the design, implementation and monitoring of community health and nutrition programmes.
- Support strengthening of community health workforce initiatives, including Village Health Workers, peer-led models, community-based volunteers and other community platforms.
- Support implementation of integrated maternal, newborn, child and adolescent health and nutrition interventions delivered through primary health care and community systems.
- Contribute to the development, adaptation and rollout of policies, strategies, guidelines, training curricula and operational tools.
- Promote integrated programming across Health, Nutrition, HIV, WASH, Child Protection, Education, SBC and Emergency programmes.

3. Programme Planning, Implementation and Coordination

- Support development and implementation of annual workplans, budgets and activity plans.
- Monitor implementation progress and facilitate timely delivery of planned results.
- Coordinate closely with government counterparts, implementing partners and UNICEF teams to ensure effective programme execution.
- Support planning and coordination of trainings, workshops, review meetings and capacity-strengthening activities.
- Track programme performance indicators and recommend corrective actions where necessary.
- Support implementation of quality improvement initiatives and evidence-based programme innovations.

4. Programme Monitoring and Quality Assurance

- Conduct regular field monitoring visits and supportive supervision to assess programme quality, implementation progress and results.
- Monitor utilization of programme supplies, equipment, grants and financial resources to ensure efficiency and accountability.
- Identify implementation bottlenecks and support development of practical solutions.
- Support implementation of monitoring frameworks, supportive supervision systems and quality assurance mechanisms.

- Ensure monitoring findings are documented and used to improve programme performance and sustainability.

5. Results Monitoring, Reporting and Learning

- Monitor achievement of outputs and outcomes using established indicators and performance frameworks.
- Analyse programme and financial performance data and support preparation of progress reports and management updates.
- Support preparation of donor reports, programme reviews, annual reports and other reporting requirements.
- Promote use of gender-sensitive and equity-focused monitoring data for programme decision-making.
- Support learning reviews, programme evaluations and documentation of innovations and best practices.

6. Financial, Supply and Partnership Accountability

- Monitor implementation of programme budgets and financial activities in compliance with UNICEF procedures.
- Support planning, forecasting, distribution and monitoring of programme supplies and commodities.
- Ensure appropriate use and accountability of supply and non-supply assistance.
- Support implementing partners in complying with UNICEF financial, programme and reporting requirements.
- Monitor utilization and liquidation of programme funds and advances.

7. Partnership Building, Advocacy and Resource Mobilization

- Establish and maintain effective partnerships with government ministries, UN agencies, civil society organizations, academic institutions, professional associations and development partners.
- Participate in national technical working groups, sector coordination platforms and programme review processes.
- Support preparation of advocacy materials, policy briefs, technical papers and communication products.
- Contribute to donor engagement, proposal development and resource mobilization efforts.
- Facilitate knowledge sharing and coordination among stakeholders involved in community health and nutrition programmes.

8. Monitoring Systems and Information Management

- Support strengthening of routine monitoring systems and community-level data collection mechanisms.
- Promote harmonized monitoring approaches and data quality assurance across programmes and partners.
- Ensure accurate and timely collection, analysis and reporting of programme data.
- Monitor programme indicators and recommend programmatic adjustments based on evidence.
- Support development and maintenance of programme databases, dashboards and information systems.

9. Emergency Preparedness and Humanitarian Response

- Support preparedness planning for public health emergencies, disease outbreaks and

humanitarian situations.

- Contribute to implementation of emergency health and nutrition interventions.
- Participate in rapid assessments, monitoring and reporting during emergencies.
- Support implementation of UNICEF Core Commitments for Children in Humanitarian Action (CCCs).
- Strengthen community-based preparedness, risk communication and response mechanisms.

10. Other Duties

- Perform any other duties and responsibilities assigned by the supervisor consistent with the purpose and scope of the position.

IV. Impact of Results

The effective performance of the Health and Nutrition Officer (Community Health Systems) contributes to:

Impact of Results

The effective performance of the Health and Nutrition Officer (Community Health Systems) contributes to:

- Strengthened community health systems and primary health care services.
- Improved capacity, performance and sustainability of community health workforce programmes.
- Increased coverage and quality of essential maternal, newborn, child, adolescent and nutrition services.
- Enhanced community engagement, accountability and demand for health and nutrition services.
- Improved programme performance through evidence-based planning, monitoring and adaptive management.
- Stronger partnerships, coordination and resource mobilization for community health and nutrition.
- Improved preparedness and response to public health emergencies and humanitarian situations.
- Accelerated progress toward equitable health and nutrition outcomes for women, children and adolescents, particularly the most vulnerable and underserved populations.

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

i) Core Values

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

ii) Core Competencies

- 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)

5. Technical Knowledge

a) Specific Technical Knowledge Required

- Community Health Systems and Primary Health Care (PHC)Strengthening.
- Community Health Worker programme design, implementation and performance management.
- Maternal, Newborn, Child and Adolescent Health (MNCAH).
- Child survival and development programming.
- Nutrition programming across the life cycle.
- Community engagement, social and behaviour change approaches.
- Health systems strengthening and integrated service delivery models.
- Monitoring, evaluation, data analysis and results-based management.
- Humanitarian health and nutrition programming.

b) Common Technical Knowledge Required

Knowledge of:

- Public health and nutrition programming.
- Community systems strengthening approaches.
- Health promotion and disease prevention.
- Programme and project management methodologies.
- Health equity and human rights-based programming.
- Emergency preparedness and response.
- Partnership management and stakeholder coordination.
- Knowledge management and organizational learning.
- Data visualization and digital health information systems.
- UNICEF programme policies, procedures and programming frameworks.

c) Technical Knowledge to be Acquired/Enhanced

- Knowledge of the latest developments and technology in related fields.
- Knowledge of local conditions and country legislation relevant to UNICEF programmes
- UN policies and strategy to address international humanitarian issues and the responses.
- UN common approaches to programmatic issues and UNICEF positions
- UN security operations and guidelines.
- UNICEF strategic framework for partnerships and collaborative relationships.

VI. Recruitment Qualifications

Education:	A university degree in Public Health, Community Health, Nutrition, Medicine, Nursing, Health Systems Management, or another relevant field is required. An advanced degree in a related field is an asset.
Experience:	• Minimum two years of professional experience in public health, community health, nutrition, health systems strengthening, programme management, monitoring and evaluation, or a related field. • Experience supporting implementation of community-based health or nutrition programmes. • Experience in programme coordination, partner engagement and capacity development. • Experience in monitoring, reporting and data analysis. • Field work experience (for NO) • Background/familiarity with Emergency.
Language Requirements:	Fluency in English is required.

VII. Child Safeguarding **(Please respond with Yes or No)**	
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 incumbents 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 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 this position will be required to engage with vulnerable children:	NO