GENERIC JOB PROFILE

I. Post Information	
Job Title: **Chief, Child Protection** Supervisor Title/ Level: **Deputy Representative Programmes, P-5** Organizational Unit: **Programme** Post Location: **Philippines Country Office**	Job Level: **Level 4** Job Profile No.: CCOG Code:**1L04** Functional Code: **CHI** Job Classification Level: **Level 4**

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 programmes, 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:
UNICEF has been an active partner of the Government of the Philippines and civil society in realizing the rights of every Filipino child, in line with priorities to achieve the SDGs. UNICEF efforts have been focused on the most vulnerable regions identified by the Government of the Philippines Development Plan, particularly in the regions of Visayas and Mindanao. To ensure that interventions are sustainable and scaled up, UNICEF will support both the national and local government units (LGUs) as the main instruments of delivering services and building systems. The level of engagement with government institutions will consider capacities, economies of scale and sector issues.

UNICEF Philippines has two offices. One office is based in Manila and a field office in Cotabato City, the second largest city in Mindanao, Southern Philippines, with some 300,000 population. The city is the regional administrative canter of the Bangsamoro Autonomous Region of Muslim Mindanao (BARMM) and over 80 percent of the population is Muslim. Mindanao is both conflict-affected and prone to frequent earthquakes and typhoons.

Visit this link for more information on Philippine Country Office: https://www.unicef.org/philippines/

Purpose for the job:
The Chief, Child Protection reports to the Deputy Representative Programmes for general guidance and direction. The Chief is responsible for managing and supervising all stages of child protection programmes/projects from strategic planning and formulation to 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 well-being, as established under the Convention on the Rights of the Child, international treaties/frameworks and UN intergovernmental bodies.

The Chief is responsible for establishing the plans of action and overseeing work progress to ensure the achievement of concrete and sustainable programme/project 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 functions, accountabilities and related duties/tasks

Summary of key functions/accountabilities:

1. **Managerial leadership**
2. **Programme development and planning**
3. **Programme 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. Managerial leadership

- Establish the section's annual work plan with the child protection team; set priorities/targets and performance measurements. Monitor work progress and ensure results are achieved according to schedule and performance standards.
- Establish clear individual performance objectives, goals and timelines; and provide timely guidance to enable the team to perform their duties responsibly and efficiently. Plan and ensure timely performance management and assessment of the team.
- Supervise team members by providing them with clear objectives and goals, direction and guidance to enable them to perform their duties responsibly, effectively and efficiently.

2. Programme development and planning

- Provide technical advice and operational support to the preparation, design and updating of the situation analysis to ensure that current and comprehensive evidence based data on child protection issues is available to guide UNICEF's strategic policy advocacy, intervention and development efforts on child rights and protection, and to set programme priorities, strategies, design and implementation plans.
- Keep abreast of national, regional and international development priorities on child protection and rights to leverage UNICEF's position and competencies with donors, national governments, communities and constituents to advocate and promote child protection interventions, policies and social change to achieve goals on child's rights, protection, survival and wellbeing, as productive members of society.
- Supervise the development of child protection programmes/projects (as a full component of the CO and/or UNDAF programmes). Establish plans of action, programme goals and results, using results-based planning methodology and terminology (RBM).
- Guide and coordinate the timely preparation of programme recommendations and related documentation for inclusion in the Country Office Programme recommendation ensuring alignment with overall UNICEF Strategic (Child Protection) Plans, regional strategies and national priorities, plans and competencies.
- Collaborate with national and global colleagues, partners and allies to develop partnership frameworks to address specific needs and to leverage resources for enhancing and scaling up child protection programmes/projects. Ensure synergy, integration, coherence, and harmonization of programmes/ projects with UNICEF Strategic Plans and priorities, donors' development strategies/policies, national priorities/competencies and UN System development interventions/initiatives.
- Ensure emergency preparedness is contained in national programmes/projects to ensure the protection and well being of children in cases of armed conflict, natural disasters and other emergency situations.

3. Programme management, monitoring and quality control of results

- Plan and collaborate on monitoring and evaluation initiatives to establish benchmarks, performance indicators and other UNICEF/UN system indicators, to assess and strengthen performance accountability, coherence and delivery of concrete and sustainable results in child protection programmes.
- Participate in major monitoring and evaluation exercises, programme reviews and annual reviews with government and other counterparts to assess progress and to engage stakeholders to take required action and interventions to achieve results.
- Prepare and assess monitoring and evaluation reports to identify gaps, strengths, and/or weaknesses in programme management. Identify lessons learned and use knowledge gained for development planning and timely intervention to achieve goals.
- Monitor programmes/projects to assess progress, identify bottlenecks and potential problems. Take timely decisions to resolve issues and/or refer to relevant officials for timely resolution.
- Plan, approve, monitor, certify, and control the use of programme 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 and prepare programme/project reports to donors and other partners to keep them informed on programme progress and critical issues.

4. Advisory services and technical support

- Provide technical advice to key government officials, NGO, UN system and other country office partners on strategies and best practices to influence approaches/policies, support social/economic/political/ legal development planning & implementation, and to support delivery of results on child protection, human rights and other related issues.
- Coordinate and 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 and catalyze social changes for a protective environment for children.
- Lead in country discussions on child protection emergency preparedness, programming and contingency planning to ensure proactive and appropriate responses are in place to meet onset of emergencies nationally, or in other designated locations**.**

5. 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 organizations, 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 partnerships/alliances for sustainable results and support fund raising for UNICEF and Country Office child protection programmes 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 on UNDAF planning and preparation of programmes/projects including emergency preparedness.

6. Innovation, knowledge management and capacity building

- Promote critical thinking, innovative approaches and good practices for sustainable child protection programme/project 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 programmes and projects.

- Organize, plan and implement capacity building initiatives to enhance the competencies of clients and stakeholders to promote sustainable results on child protection and related programmes/projects.

IV. Impact of Results

The strategic and effective advocacy, planning and formulation of child protection programmes/projects and the achievement of sustainable results, contributes to 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 wellbeing in society. Achievements in child protection programmes and projects in turn contribute to maintaining and enhancing the credibility and ability of UNICEF to provide programme services for mothers and children that promotes greater social equality in the country.

V. Child Safeguarding

Child safeguarding involves proactive measures to limit direct and indirect collateral risks of harm to children, arising from UNICEF's work, UNICEF personnel or UNICEF associates. The risks may include those associated with: physical violence (including corporal punishment); sexual violence, exploitation or abuse; emotional and verbal abuse; economic exploitation; failure to provide for physical or psychological safety; neglect of physical, emotional or psychological needs; harmful cultural practices; and privacy violations.

The incumbent to this role is expected to have special responsibilities in managing child safeguarding risks and in taking appropriate measures to prevent any harm to children. The role has the potential to particularly affect children, (i) because the incumbent will be working closely with children; (ii) with their data; (iii) because the children's background or situation make them vulnerable; or (iv) the role may entail responsibilities in reporting and responding to child safeguarding concerns. **The position is considered as an "elevated risk role" and the appointee will be subject to a more rigorous vetting and training.**

VI. UNICEF values and competencies required (based on the updated Framework)

i) <u>Core Values</u>

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

ii) <u>Core Competencies (For Staff with Supervisory Responsibilities)</u>

- 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)

VII. Recruitment Qualifications

Education:	An advanced university degree in one of the following fields is required: international development, human rights, psychology, sociology, international law, or another relevant social science field.
Experience:	▪ A minimum of eight years of professional experience in social development planning and management in child protection related areas, at the international level, is required. ▪ Experience working in a developing country is considered as an asset. ▪ Relevant experience in programme development in child protection related areas in a UN system agency or organization is considered as an asset. ▪ Experience in both development and humanitarian contexts is an added advantage.
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.

VIII. 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)?	Yes
Is this post a direct contact role in which the 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 incumbent will be manipulating or transmitting personal-identifiable information on children such as names, national id, location data, or photos?	No
Will the selected candidate for this position be required to engage with vulnerable children?	No