Classified Job Descriptions

Job Description Type:	Specific Job Description	Region:	MENA
Category:	IP (International Professionals)	Country:	Djibouti
Reason for Classification:	Establishment of a new post	Duty Station:	Djibouti
Level:	P-3	Office:	Representative
Title:	Partnerships Specialist	Section:	
Title Information in Parenthesis:	Resource Mobilization	Unit:	
CCOG Code:	1A10	Case Number:	DJI27002
UNICEF Code:	PAR	Post Number:	Not yet provided by DFAM
Classified by:	Natalia Paquin	Classified Date:	11/9/2026

Organizational Context:

Djibouti's visibility, credibility and influence, expanding opportunities for joint action and ensuring that priority interventions for the most vulnerable children can be sustained and scaled up. The UNICEF Djibouti Country Office operates in a complex and rapidly evolving development and humanitarian environment, characterized by persistent disparities affecting children, recurrent climate-related shocks, population movements, pressure on basic social services and constrained national capacities. At the same time, the global financing landscape for children is becoming increasingly competitive and unpredictable, with declining official development assistance, tighter donor priorities and growing demands for demonstrable results, value for money, accountability and innovative financing. These trends heighten the risk of funding gaps for the Country Programme and require the Office to diversify its resource base, protect strategic partnerships and position children's rights at the centre of national and international investment decisions.

Within this context, the Partnerships Specialist (Resource Mobilization) (P-3/Level 3), located in the Office of the Representative and reporting directly to the Representative, provides dedicated strategic leadership to strengthen the Country Office's partnership ecosystem, resource mobilization, advocacy and communication functions. The incumbent has an oversight and supervisory role for advocacy and communication, providing strategic direction, quality assurance and day-to-day management to staff assigned to these areas, while ensuring strong coordination with programme, operations and senior management colleagues. The Specialist leads the development and implementation of an integrated partnerships, resource mobilization, advocacy and communication strategy aligned with the Country Programme, UNICEF's global priorities and the Government of Djibouti's development agenda. The role entails systematic donor intelligence and environmental scanning; mapping and cultivation of existing and prospective partners; development of compelling, evidence-based investment cases and funding proposals; strategic positioning of child rights issues; coordination of high-quality partner engagement, external communication, reporting and visibility; and exploration of innovative and flexible financing opportunities.

The Specialist will help forge and sustain trusted, mutually beneficial partnerships with bilateral and multilateral donors, international financial institutions, the private sector, foundations, United Nations entities, civil society, diaspora networks and other strategic actors. By strengthening internal coordination, partnership risk management, pipeline monitoring and stewardship of partner

	relationships, the position will support more predictable, diversified and sustainable financing results for children. The post is therefore critical to enhancing UNICEF scaled despite the global contraction in available funding.
Purpose of the Job:	The purpose of the Partnerships Specialist (Resource Mobilization) position is to deepen collaboration with key stakeholders and provide an integrated interface for environmental scanning, knowledge exchange, resource mobilization, policy influence, advocacy and strategic communication. The Specialist leads and coordinates the Country Office's positioning and engagement with partners, ensures coherence between partnership development, advocacy priorities and external communication, and serves as a strategic adviser to the Representative and senior management. The incumbent supervises staff responsible for advocacy and communication, sets priorities and work plans, provides technical guidance and coaching, assures the quality and consistency of outputs, and fosters effective collaboration across the office. The key result is stronger partnerships, increased and more diversified resources, greater visibility and influence for UNICEF, and sustained support for the realization of children's rights in Djibouti.
Key functions, accountabilities and related duties/tasks:	1. Implements the work plan for assigned area, in order to ensure timely and cost-effective delivery of results, in accordance with UNICEF's partnership strategy. 2. Seeks and promotes new partnerships and resource mobilization, working with UNICEF colleagues to identify partnership and resource mobilization needs and broker resource mobilization agreements to meet those needs. 3. Receives and screens inquiries from potential collaborators and facilitates communication with appropriate UNICEF staff. Scans and scouts external environment within designated partnership area for opportunities and risks and shares information in a timely fashion with relevant UNICEF staff. 4. Provides strategic, logistical and programmatic support to senior management and other UNICEF staff in corporate engagement and interaction with assigned partners. 5. Develops and maintains deep knowledge and familiarity with current and prospective partners and relevant stakeholders, contributing to a database of key contacts and to UNICEF's base of knowledge on partnership and resource mobilization. 6. Expands UNICEF's network of key interlocutors to build stronger relationships between UNICEF and governments, other key-decision makers, regional development institutions, foundations, civil society organizations, international financial institutions and/or other relevant constituencies. 7. Develops and implements annual partnership engagement and resource mobilization plans. 8. Acts as a focal point for identification and pursuit of opportunities for outreach, engagement, policy influence and collaboration, including on how to anticipate and respond to partners' concerns and priorities, ensure that UNICEF's interests, perspectives, and knowledge are taken into account in relevant policy and institutional processes, and ensure that they are fully aware of UNICEF's perspectives, policies, priorities and capabilities. Contribute to the development and management of initiatives for high-level outreach, including for UNICEF's Senior Management. 9. Contributes to the development of new partnership and resource mobilization practices and approaches by formulating recommendations for action based on on-going monitoring, analyzing current trends within designated partners and formulating recommendations for strategy approaches and message development. 10. Provides strategic oversight of the Country Office's advocacy and communication functions, ensuring that advocacy priorities, partnership objectives, resource mobilization efforts and external positioning are mutually reinforced and grounded in programme evidence. Leads the development and implementation of integrated advocacy, communication, visibility and engagement strategies; guides the production of high-quality communication and advocacy products; and advises senior management on messaging, outreach, reputational considerations and opportunities to influence decision makers and partners. 11. Supervises and manages staff assigned to advocacy and communication, including setting clear

	objectives and priorities, allocating work, monitoring performance, providing technical guidance, coaching and development opportunities, and promoting an inclusive, collaborative and results-oriented team culture. Oversees consultants, interns and other temporary personnel supporting these functions, as required, and performs other related duties assigned by the supervisor to ensure the success of the team.
Impact of Results:	The Partnerships Specialist (Resource Mobilization) is a seasoned professional in the field of external relations, in particular partnership development and resource mobilization. The quality of work and external communications performed by the Specialist directly impacts on the overall reputation of UNICEF. Incumbent follows established procedures but is expected to make recommendations on strategies for engagement and communications products. The Partnerships Specialist (Resource Mobilization) is accountable for quality, substantive input and ability to project a competent and trusted image of UNICEF to partners.
Competencies and level of proficiency required:	Core Values: Care Respect Integrity Trust Accountability Sustainability Core Competencies: Nurtures, Leads and Manages People (1) 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)
Recruitment Qualifications:	Education requirement: 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 required: A minimum of five years of professional experience in one or more of the following areas is required: public affairs, programme management, resource mobilization, external relations, or other relevant area. Skills required: 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 development issues, strategies, as well as programming policies and procedures in international development cooperation. In-depth knowledge of 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. Language requirements: Fluency in English & French is required. Knowledge of another official UN language (Arabic, Chinese, Russian or Spanish) or a local language is an asset.
Is this role a Representative, Deputy Representative, Chief of Field Office, the most senior Child	No

Protection role in the office, Child Safeguarding Focal Point, or Investigator (OIAI)?:	
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 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
Competencies and level of proficiency required:	
Recruitment Qualifications:	

Attachments:	Approbation of JDs Classification.pdf Partnership and RM Proposed Org_Chart_UNICEF Djibouti PBR 2026.pdf SJD- Partnership Specialist (Resource Mobilization) P3-Level 3.docx

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