



International
Labour
Office

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Note for supervisors: Please complete the vacancy proposal form and submit it to the Director of the department/office for endorsement. For field positions additional approval is required by mail from the regional HR Partner before final submission to associateexperts@ilo.org.

VACANCY PROPOSAL FOR JUNIOR PROFESSIONAL OFFICERS (JPO) Job Description Template – Headquarters and field positions

GENERAL INFORMATION:

Title: Junior Professional Officer, Social Protection and Health

Duty station: Geneva, Switzerland

Duration of the assignment: 12 months, renewable

Grade: P2

Department/ Field Office: Social Protection Department (SOCPRO)

Organisational unit: Social Policy Unit (SOC/POLICY)

SUPERVISION

Direct Supervision by:

Christina Behrendt, Head SOC/POLICY, Social Protection Department (SOCPRO), behrendt@ilo.org; Lou Tessier, Health Protection Specialist, SOC/POLICY, Social Protection Department, tessier@ilo.org

Content and methodology of supervision:

Within the framework of a work plan for the programme, the supervisor will be responsible for assigning tasks, providing the necessary guidance and training, and verifying the accuracy of the work to be accomplished. Performance management will be reviewed in accordance with ILO's Performance Management Framework, as applicable to Junior Professional Officers.

INTRODUCTION

Today more than 90 per cent of the population living in low-income countries lack health coverage. 40 per cent of total health expenditures are shouldered directly by the poor. Due to this exclusion the poor and vulnerable are, in case of sickness, exposed to a high risk of deepened impoverishment. Women in particular are often excluded from the most basic

services due to gender-biased health schemes and systems. Similarly, the absence of income security throughout the life cycle and during periods of sickness, maternity or disability act as a significant determinant of health inequity globally.

Those exclusions and the urgency to close gaps in coverage were further revealed by the COVID-19 crisis and urge governments to consider the intertwined relationship between health and social protection in their pandemic prevention, preparedness and response plans. Social protection plays a key role in ameliorating and averting health crisis. This includes first and foremost to prevent the impoverishment of individuals and households directly related to seeking care and encouraging preventative behaviours.

Health and social security are human rights and need as such to be guaranteed universally, leaving no one behind. Collectively financed social health protection mechanisms, via social security contributions, taxes, or a combination of both, generate positive redistributive effects and do not transfer the financial risks onto individuals. This way, the economic dimension of seeking care when needed is not a consideration that would encourage delaying or forgoing care or push people into poverty.

Change is possible. Equitable health protection requires inclusive legislation, financial protection, and the employment of sufficient numbers of skilled health and care workers. It also requires a broader policy framework that maximizes the health impact of social protection policies considering the social determinants of health equity.

The position is located within the Social Protection Department (SOCPRO). The Social Protection Department undertakes research and policy development to underpin strategies for the extension of social protection; develops good governance tools for social protection systems; carries out knowledge development; strengthens national capacities in the field of social protection; and undertakes promotion and advocacy in order to strengthen national social protection systems. SOCPRO contributes to the achievement of the ILO's mandate by promoting and ensuring that member States give high priority to providing social protection to their populations through effective, efficient and sustainable social protection systems.

The Junior Professional Officer (JPO) will assist in providing technical support to ILO constituents in implementing the ILO's on Social Protection Floors Recommendation, 2012 (No. 202) in the area of social health protection and more broadly the contribution of social protection to health gains. This will include contributing to the extension of health coverage and alleviation of health-related poverty, particularly in resource-poor countries. Related inputs will focus on design and formulation and improvement of national policies in social protection including identifying appropriate financing mechanisms, best practices, and monitoring outcomes with a view to improvements in access to health services and coordination with the rest of the social protection system to maximise its impacts on health and well-being. This will require drafting technical reports and developing capacity-building products.

In addition, the JPO will contribute to on-going activities in the area of social health protection including close cooperation with other ILO departments focusing on for example, HIV/AIDS, gender, migrants as well as with other UN agencies, international and bilateral organizations.

The JPO will contribute to the social protection outcomes of the ILO, namely on Comprehensive and Sustainable Social Protection for All in the ILO's Programme and Budget and the objective of addressing the global social protection deficit in the ILO's Strategic Plan

for 2022–25. They will notably contribute to: “working jointly with international partners and national constituents on universal health coverage and social protection systems, including long-term care in ageing societies”.

DUTIES AND RESPONSABILITIES

Under the direct supervision of the Health Protection Specialist and the Head of the Social Policy Unit, the JPO will:

- 1) Compile data necessary for financial and impact assessment of social health protection schemes, especially within the framework of SPFs.
- 2) Analyse data for assessments and research studies on social health protection and the health impact of social protection programmes.
- 3) Assist in developing policy options on extending coverage for resource poor countries.
- 4) Contribute to knowledge and capacity building activities.
- 5) Draft components of regional and country analyses for reports and publications on social health financing and its impacts, especially concerning the financing and poverty impacts in collaboration with the respective units of SOCPRO.
- 6) Assist in technical backstopping, implementation and monitoring of technical cooperation projects as a junior desk officer.
- 7) Participate in technical missions for research and fact finding.
- 8) Assist in organising workshops and seminars.
- 9) Perform others task that may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Education:

Minimum:

First level university degree or higher in economics, health financing, social policy or a related area.

Work experience:

Minimum:

Two to three years' working experience, preferably in the area of planning and research of social protection and health policies in national Governments, social security institutions, academic and/or research institutes.

Desirable:

Work experience at international level.

Skills required for the assignment:

Minimum:

- Strong analytical and research skills in social security/protection, poverty reduction development economics, or related issues;
- Ability to adapt its communication skills to a variety of target audiences with varying degrees of knowledge on social protection concepts, terminology and approaches;
- Ability to work independently and plan complex activities;
- Good listening and dialogue skills;
- Ability to work in a team, share ideas and resolve challenges, as well as take initiative;
- Ability to establish and facilitate partnerships;
- Ability to effectively contribute to and participate in technical workshops, trainings, regional conferences and events;
- Capacity to write technical reports, information notes and design communication support (e.g., brochures, presentations) and produce website and social media contents;
- Proficiency in Word and internet usage, including social media and blogs. Good skills in the use of other Microsoft Office tools;
- Excellent knowledge of Microsoft Office package (WORD, Excel, PowerPoint, ACCESS), data analysis packages such as SPSS or STATA a plus.

Languages:

Minimum:

Excellent command of English

Desirable:

Good knowledge of a second working language of the ILO would be an asset (French or Spanish).

ILO competencies:

The candidate is expected to demonstrate and be guided by ILO competencies, specifically:

Very good analytical and drafting skills; ability to take initiatives; ability to communicate effectively orally and in writing. ability to carry out assignments in accordance with instructions and guidelines, ability to use analytical tools and qualitative and quantitative techniques, ability to conceptualise, plan, coordinate and conduct straightforward research work, ability to draft press releases, discussion papers, reports and good computer skills.

TRAINING COMPONENTS AND LEARNING ELEMENTS

Training components:

The incumbent will assist senior experts in providing technical support to ILO constituents for the implementation of ILO Recommendation concerning National Floors of Social Protection, 2012 (No. 202) in the area of social health protection and related ILO Conventions and Recommendations, as well as the ILO Centenary Declaration for the Future of Work. This includes providing support for the extension of social health protection coverage and access

for all in need with a particularly focus on alleviation of health-related poverty in low income countries.

Learning elements:

The incumbent will have the opportunity to learn about social protection and global health policy development, assessment, and training. Linkages to other areas of social protection will deepen skills and knowledge on social protection cash benefits e.g. for the elderly, unemployed, disabled etc. Addressing the dual-causal relationship between ill health and poverty will be among the key learning elements. Further learning elements include creating policy coherence within the area of social protection and across sectors such as the health and economic sector.

In addition, the incumbent will gain experience in drafting technical reports for governments of ILO member States. The incumbent will learn about the principles which should guide the development and extension of national social security systems which include the SPFs.

BACKGROUND INFORMATION

- [Programme and budget](#)
- [ILO's Strategic Plan for 2022–25](#)
- [Plan of Action on Social Protection 2021-26](#)
- [ILO Social Protection Floors Recommendation](#), 2012 (No. 202)
- [ILO World Social Protection Report 2020-22: Social Protection at the Crossroads – in Pursuit of a Better Future](#)
- ILO [SOCPRO health protection page](#).

For more resource documents and publications: www.social-protection.org and www.ilo.org.

An information booklet for JPOs including useful links and information on housing and living arrangements will be provided when assigned to the position.

The ILO values diversity among its staff. We welcome applications from qualified women and men, including those with disabilities.

The ILO has a smoke-free environment.