



UNITED NATIONS CHILDREN'S FUND JPO Request Form



Training and Learning Plan

- ✓ Participation in a one-week JPO Induction Programme in New York;
- ✓ Guidance and advice in relation to training opportunities within the field of expertise;
- ✓ Use of yearly JPO training funds for internal/external training opportunities;
- ✓ Participation in the Mentoring, Coaching, and Career Counselling and Career transition programmes;
- ✓ Encourage field mission and/or stretch assignment during and after the 2nd year

In addition, the JPO will benefit from the following specific learning opportunities in the receiving office:

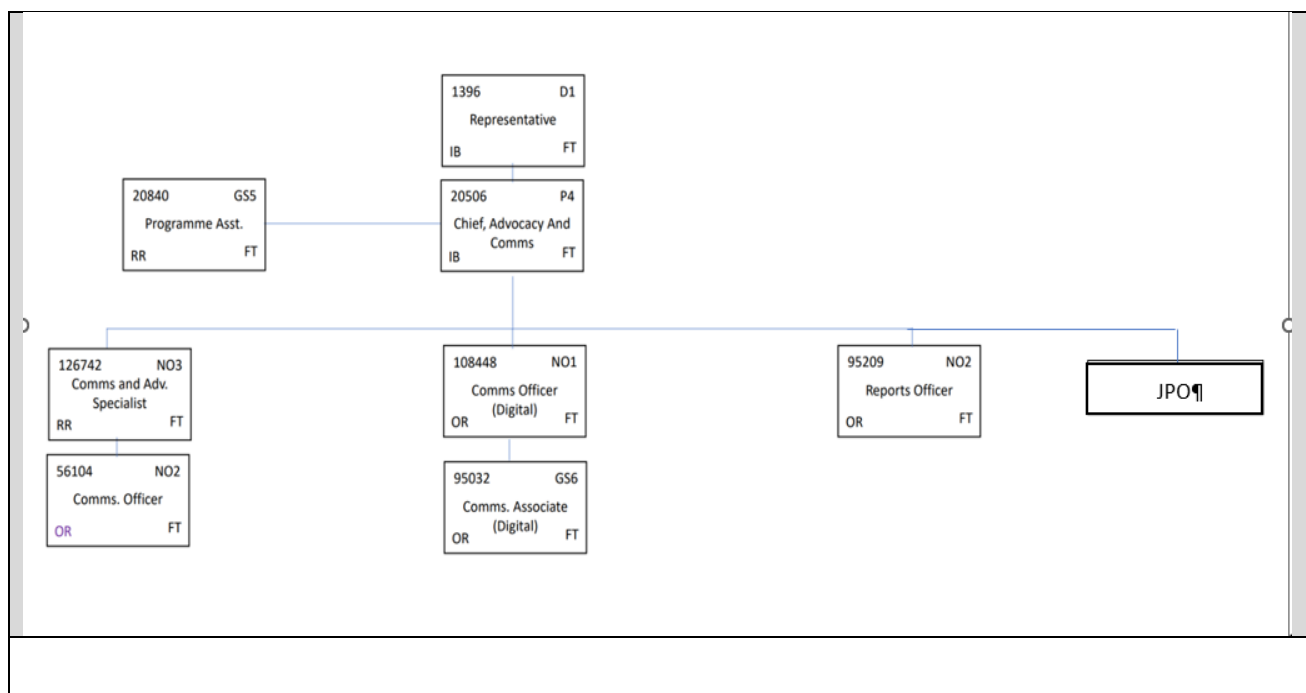
- ✓ Participation in capacity development in communication, advocacy and youth engagement (particularly in education and climate action). These range from in-person events within the country office and through online regional and globally organized events.
- ✓ The JPO will be expected to read widely throughout the stay at the duty station. Initial readings will focus on key policy and situation analysis documents of the duty station; UNICEF documents relating to programmes, including rules and regulations of the organization; related literature on programming; emerging issues in the duty station and the environs and the JPO's own areas of interest. Thereafter the JPO can combine programme related reading and her/his own project.
- ✓ The duration of the JPO's assignment allows for him/her to go through at least one annual cycle with the UNICEF office. The JPO will learn through participation in meetings both within UNICEF and with counterparts, and get to see how decisions are made and how the implementation may not go according to plan.
- ✓ Stretch assignments for learning purposes to other duty stations are also encouraged and training budget could be utilized for that purpose.
- ✓ In the last year of their assignment, the JPO will be encouraged to start exploring opportunities that will transition the JPO from their assignment to a potential career progression as a full staff member. These resources are available within the UNICEF system already for career preparation. For example, JPOs have access to professional career counsellors who work closely with them during the career transition phase. The services provided by these counsellors include - career advice, coaching and guidance on developing strong applications and CVs and preparing for interviews.

- ✓ The Advocacy and Communication Chief is an experienced trainer in advocacy and communication, having led of UNICEF first advocacy capacity building programme in headquarters and managed the internal advocacy portal, with a suite of training materials. The JPO programme has a good track record of retention and going up the career ladder. The current UNICEF Regional Director in East Asia Pacific started out as a JPO in Communications, UNICEF.

Information and living condition of Duty station: [For Field Office locations only]	
General Information	Metro Manila is relatively a safe place to live in and most expatriates feel safe. The country is poised to reach upper middle-income levels and as such modern living is available with restaurants, bars and other entertainment, cultural venues. The internet is fast. The political and social environment is relatively open with a vibrant civil and cultural society. The nature and beaches are breathtaking with affordable flight or land connections from the capital. There are however some countrywide safety and security concerns. The Philippines is prone to natural disasters. Sitting astride the typhoon belt, most of the islands experience annual torrential rains and thunderstorms from July to October, with around nineteen typhoons entering the Philippine area of responsibility in a typical year and eight or nine making landfall. With a high rainfall rate, low-lying areas are exposed to flooding and river embankments are most likely to be inundated.
Security	The country is relatively safe. There are several crime groups operating particularly in large cities and urbanized areas. Violent crimes are of concern as they remain a common issue. Caution and vigilance are advised in crowded areas where petty crimes like pickpocketing, snatching, and mugging happen. Scams usually include internet and phone calls crimes. Credit card and Automated Teller Machines, and credit card frauds remain to be a problem. Political protests and rallies are also a safety concern. These protestations are observed more in large areas like the National Capital Region where the seat of power is housed. While most are conducted peacefully, there are cases of violence during larger and more heated protests. Threat of terrorism and armed conflict prevails in the southern Philippines in the island group of Mindanao and thus the area falls under tight security watch by government and its armed forces. Defense Forces. The Philippines Security is governed by Armed Forces of the Philippines. The Philippine National Police Force falls under the Ministry of Interior and Local Government.
Housing	Available dwellings (houses, condominiums, apartments) with different price points available near the area at various price points.
Schools & Childcare	Available national and international high school available near the area at various price points.
Work for spouses & partners	Spouses and partners of UN staff members in Metro Manila have access to various employment opportunities, supported by career-related services and work permits. There are lots of opportunities for short term consultancies and volunteering.

Reporting line of the JPO

The JPO will be an integral part of the Advocacy and Communication team. The JPO will report to the Advocacy and Communication Chief (P-4). The Chief has more than 20+ years of experience supervising junior and mid-level professionals, providing coaching – on both work-related topics/growth as well as targeted career development sessions. In addition, the Chief has hands-on experience supervising a JPO (for 3 years), most recently in NYHQ on digital communication and is abreast on latest developments in advocacy and in developing strategies in adult learning.



UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

I. Post Information

Job Title: Communication Officer (Youth Engagement)
 Supervisor Title/ Level: P4
 Organizational Unit: UNICEF Philippines Advocacy and
 Communication Section
 Post Location: Metro Manila, Philippines

Job Level:P2
 Job Profile No.:
 Job Classification Level: P2

II. Strategic Office Context and purpose for the job

Strategic office context: [\[Office Context and JPOs Contribution to the Organization\]](#)

UNICEF works in some of the world's toughest places, to reach the world's most disadvantaged children. To save their lives. To defend their rights. To help them fulfill their potential. Across 190 countries and territories, we work for every child, everywhere, every day, to build a better world for everyone. And we never give up.

UNICEF Philippines CO is a country office in UNICEF East Asia Pacific Region. While demonstrating results for children at scale in the Philippines, we also promote policies and laws and support Government in implementing programmes that contribute to the realization of the rights of all children.

This position resides within the Advocacy and Communication Section and reports to the Advocacy and Communication Chief, the Digital and Youth Engagement Section manages all digital channels and digital communications for UNICEF, including the U-Report digital engagement platform, to support youth advocacy by gathering thousands of youth's perspectives that shape public policies. The Section is also responsible for the policy and advocacy research and knowledge management, building, management and maintenance of website properties, digital transformation, governance and capacity building.

The Communication and Advocacy Section is responsible for advocacy and communication strategy development, youth advocacy (primarily through U-Report platform), celebrity relations, media relations, multimedia, digital, and internal communication. This position will work to support youth advocacy (U-Report) and other means of online and offline engagement, multimedia and digital workstreams.

UNICEF Philippines started U-Report in 2019 and as of July 2024 currently has over 14,000 members. It is UNICEF's flagship digital platform, a mobile messaging-based youth engagement tool which empowers them to speak out on issues impacting their lives, provide them with information and services, and encourage volunteerism – all towards creating positive change. Youth voices collected from U-Report are mainly used to generate evidence to inform the design of programmes by UNICEF and its partners and our advocacy in support of youth and child rights.

Workstreams include:

- Advocacy (including youth advocacy, policy advocacy research in education, climate, environment, resilience, child protection, health and nutrition)
- Media
- Digital
- Multimedia Content
- Brand
- Partnerships and External Relations

Purpose for the job:

The Specialist will be providing support for the policy and advocacy research, knowledge management including young engagement in education and climate action as well as other thematic areas as part key programme effectiveness component under the 9th Country Programme for Children 2024-2028.

III. Key functions, accountabilities and related duties/tasks:

1. Assists programme colleagues to provide analysis of the current policy advocacy environment and trends and formulating recommendations for strategy approaches and message development. Develop advocacy and communication concept notes and project plans are drafted based on agreed priorities between UNICEF and partners.

2. Supports the development and maintenance of knowledge/information and supports production of briefing notes on advocacy priorities such as education, climate action, Bangsamoro region advocacy, and emerging youth advocacy topics and issues relevant to the Philippines priorities clearly articulating UNICEF's position, comparative advantage, and entry points. Supports the production of contents in media releases, web pages, social media posts, so that UNICEF positions/requirements are clearly communicated, and actions/commitments are subsequently followed through.

3. Advocacy and communication monitoring and evaluation planning, progress, capacity building notes are produced in a timely manner.

4 Performs other related duties as assigned by the supervisor to ensure the success of the team,

including guiding, training, and coaching short-term staff, including interns and consultants, as needed.

IV. Impact of Results

The key result is to support the current country programme implementation. It has among its strategic shifts: evidence-based advocacy and communication strategies, plans, and dynamic assets (briefing notes, presentations, brochures, website pages, U-Report Polls, multimedia content) to mobilize political as well as public will. This will help drive policy changes; and through offline and online child and adolescent participation ensures their meaningful engagement in decision-making and policy processes that affect their lives.

V. Competencies and level of proficiency required

(Please base on UNICEF Competency Framework)

Core Values attributes

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

Core competencies skills

- 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)
- Drives to achieve impactful results (2)
- Manages ambiguity and complexity (2)

Functional Competencies (please use GJP as reference):

- Persuading and influencing (1)
- Applying technical expertise (1)
- Learning and researching (2)
- Planning and organizing (2)

VI. Recruitment Qualifications

Education:	Advanced university degree in International Relations, Social Sciences, Political Sciences, Education, Communications, Journalism, Humanities, Social Science, Media, and other related fields. A first level university degree plus at least 2 additional years of demonstrated professional experience in communications, journalism, digital communications, or digital editorial fields may be accepted in lieu of an advanced degree.
Experience:	Minimum 2 years of working experience in advocacy, communication, humanities, international Relations, or other related fields is required. Experience in activities and/or projects that involve advocacy, social science and policy research, knowledge management, communications,

	media, digital and multimedia content production, event management, youth, or civic engagement is desired.
Language Requirements:	Fluency in English is required with knowledge of another UN language considered as an asset.