



UNITED NATIONS CHILDREN'S FUND JPO Request Form



Lower secondary school students collaborate to create a game app on climate change through the life skills education programme in Siem Reap Province, Cambodia. ©UNICEF Cambodia/2023/Nick Sells

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 programmatic and administrative group training organized by Country or Regional Office
- ✓ Participation in thematic (education, ECD, adolescent development etc.) training and seminars organized by Country or Regional Offices

The JPO will also experience learning through

- ✓ Being part of multi-sectorial teams and working on a variety of topics, including but not limited to education, nutrition, social protection, child protection, child health and ECD and adolescent participation and development.
- ✓ Playing a leading role in managing external firms, and playing a coordinating role with other agencies.

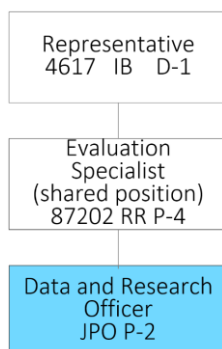
The JPO will be eligible to apply during the second year for vacancies in the organization for which he/she may be qualified (including at the P2 and P3 levels). The JPO is also eligible to apply for relevant vacancies in other UN organizations at any time. Potential retention on the same JPO post for a third year is subject to cost-sharing arrangements between the donor country and UNICEF office. Further, as UNICEF continues to strengthen its evidence generation capabilities, there will be a continued need for specialized support in this area. Successful completion of this Junior Professional Officer (JPO) assignment will open numerous international career opportunities.

The supervisor for this specific post (Evaluation Specialist) has managed JPOs in the past who have obtained other posts in the organization after completion of their JPO assignments.

Information and living condition of Duty station: [Phnom Penh]	
General Information	<p>The Kingdom of Cambodia, formerly Kampuchea, is a Southeast Asian nation that borders Thailand, Laos, Vietnam, and the Gulf of Thailand. The capital city is Phnom Penh, once known as the 'Pearl of Asia', is the capital and largest city in Cambodia. It is now a cultural, commercial, and political center that offers a unique blend of traditional charm and urban bustle.</p> <p>Today, Phnom Penh is a place of diverse economic and urban growth. A swift wave of development has brought in new high-rise buildings including a 30-storey business center, restaurants catering to every palate, and stylish hotels promising all levels of luxury. Contributing to this development are burgeoning culinary and nightlife scenes that can rival any other in the region.</p>
Security	<p>The Security Level in Phnom Penh and across the country is classified as minimal (Level 1) as per the UN security management system in Cambodia.</p> <p>Threats to staff are considered low, however, incidents of petty crime, including theft, bag snatching, and pick pocketing are common, staff are advised to practice personal security awareness.</p>
Housing	<p>Phnom Penh offers plenty of options for housing, ranging from serviced apartments to individual houses or villas depending on your preferences and budget. The continuing construction boom has ensured that there are plenty of options on the market. Housing is in most cases easy to find and available on short notice, of course, depending to some extent on how particular your requirements are.</p>
Schools & Childcare	<p>There are several international schools in Phnom Penh. However, be vary of their quality and recognition outside of Cambodia. The five biggest and best known international schools are the English-language International School of Phnom Penh (ISPP), Australian International School of Phnom Penh (AISPP), Canadian International School in Phnom Penh (CIS) and Northbridge International School Cambodia (NISC), and the French-language Lycée Français René Descartes.</p> <p>Day-care options are plentifully available, and many staff also consider having a nanny to help with smaller children. You are advised to discuss with colleagues and HR upon your arrival for options and more details.</p>
Work for spouses & partners	<p>Work opportunities for spouses/partners are limited. However, if hired by any organization a work permit must be applied for through the same hiring organization.</p>

Reporting line of the JPO

The JPO will report to the Multi-Country Evaluation Specialist (for Malaysia, Cambodia and Myanmar, based in Cambodia).





UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

I. Post Information

Job Title: Data and Research Officer Supervisor Title/ Level: Evaluation Specialist/ P4 Organizational Unit: Evaluation Post Location: Phnom Penh, Cambodia	Job Level: P2 Job Profile No.: Job Classification Level:
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II. Strategic Office 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.

Strategic office context:

The Cambodia Country Office is seeking donor support for the funding of a JPO position for 2025-2026 that will provide critical support to the generation of timely and relevant evidence to inform key policies and programmatic decisions in the years to come. Under the guidance of the Evaluation Specialist, the JPO will support the ambitious research and evidence generation agenda of the Cambodia CO, which aims to strengthen its ability to generate timely, agile and relevant evidence for decision makers within UNICEF and among its partners. The JPO will provide technical support to the methodological components of the research and evidence produced within UNICEF Cambodia, including support on sampling, research design and analytical methods. Stronger evidence is expected to feed back into key decision making processes the office is leading, including enhanced fiscal space for social sectors and evidence on what works to accelerate achievement of SDG targets in Cambodia. The JPO will not only be engaged in scoping, methodological design and implementation, but will also play an important role in the dissemination of findings within and outside of UNICEF, including with development partners and government counterparts. Overall, the funding of this position will provide much-needed support for the strengthened commitment of UNICEF Cambodia to generate sound evidence to enhance evidence based programming and policy making for children.

Purpose of the job:

Under the direct supervision of the Evaluation Specialist (P4), the JPO will be responsible for:

- Providing technical assistance and quality assurance to studies, evaluations and research activities undertaken as part of the UNICEF Cambodia Integrated Monitoring and Evaluation Plan (IMEP), including in terms of support to the design of research methods, sampling, analytical methods, and triangulation of findings
- Working alongside programme sections in developing products that can be used for dissemination of evidence for Government counterparts and partners.

- Supporting the development of an evidence catalogue that summarizes the key findings, recommendations and use of all the different evidence generation pieces undertaken by the Cambodia CO over the past few years.
- Preparing presentations and policy briefs of key findings of research and evaluation pieces for wider dissemination and engaging in presentations to support dissemination and policy discussions.
- Support secretariat functions for the office Research, Evaluation and Studies Committee (RESC), which meets quarterly to provide strategic guidance and oversight to the IMEP and other evidence generation activities.

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

1. Provide technical support and quality assurance to evidence generation activities of the office
2. Support development of dissemination pieces (PPT, policy briefs) of key evidence generation pieces undertaken by the office
3. Finalize a research catalogue covering key findings and recommendation from all studies, research and evaluations undertaken during the past few years.

1. Provide technical support to evidence generation activities of the office.
 - Provide feedback and guidance on research design, including on:
 - research methods,
 - sampling and sample design for both quantitative and qualitative data collection approaches
 - remote data collection alternatives
 - ethical considerations and
 - data collection quality assurance mechanisms
 - analytical approach and triangulation of findings
 - Support secretariat functions of the office Research, Evaluation and Studies Committee (RESC)

2. Support development of dissemination pieces (PPT, policy briefs) of key evidence generation pieces undertaken by the office.
 - Work alongside programme staff to identify key findings and recommendations of each study and developing short policy briefs, simple and informative power points, infographics, and summary notes that can be shared with a wider audience and support in evidence programming and advocacy priorities of the office.
 - Support undertaking quarterly brown bag seminars where research and study findings are shared within the office for internal dissemination.

3. Develop a research catalogue covering key findings and recommendation from all studies, research and evaluations undertaken during the past few years.
 - Complete the summary of key findings, conclusions and lessons learned from each of the IMEP items of the past few years.
 - Highlight the recommendations in support of the CO's advocacy agenda.
 - Discuss with programme staff how evidence has been used.
 - Include a section in the research catalogue that brings all findings together.

IV. Impact of Results

The support provided in leading and supporting key evidence generation activities will greatly enhance the capacity of UNICEF Cambodia and its partners to provide evidence-based solutions, design evidence-based interventions, and support the government counterparts to improve the wellbeing of children across the country. This will in turn lead to an increased capacity of UNICEF and, potentially, of the Government and development partners to adapt and fulfill their mission to achieve results for children in Cambodia, through direct improvement of their development and wellbeing.

V. Competencies and level of proficiency required	
<p><u>Core Values attributes</u></p> <ul style="list-style-type: none"> • Care • Respect • Integrity • Trust • Accountability <p><u>Core competencies skills</u></p> <ul style="list-style-type: none"> • 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) 	<p><u>Functional Competencies</u></p> <ul style="list-style-type: none"> • Persuading and influencing (1) • Applying technical expertise (1) • Learning and researching (2) • Planning and organizing (2)
VI. Recruitment Qualifications	
Education:	A university degree in one of the following fields is required: Economics, development economics, social sciences, public health, international development, public policy, research methods, or another relevant technical field where research methods (both quantitative and qualitative) were an integral part of the training.
Experience:	<p>A minimum of two years of professional experience in one or more of the following areas is required: Research in development, including design of research methods, ideally in child development; quantitative data analysis and reporting, data management and experience in using statistical packages such as Stata, R or equivalent.</p> <p>Relevant experience in a UN system agency or organization is considered as an asset.</p>
Language Requirements:	Fluency in English is required. Knowledge of another official UN language or local language of the duty station is considered as an asset.