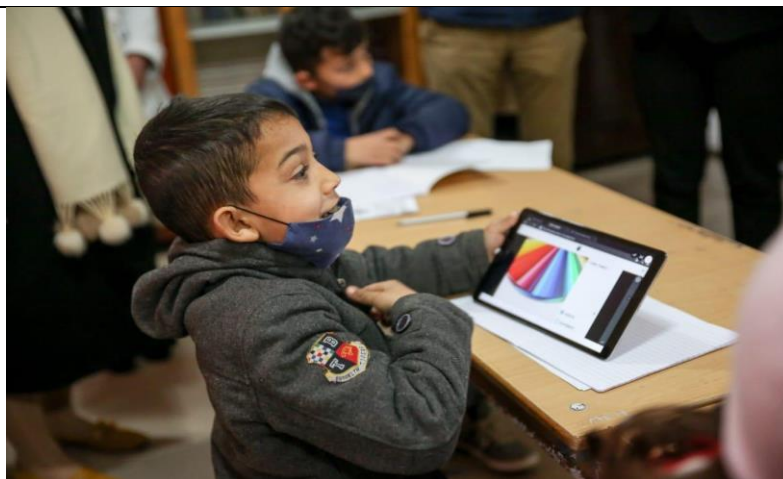




UNITED NATIONS CHILDREN'S FUND JPO Request Form



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 specific learning opportunities in the receiving office, training on result-based management, social protection, public finance and other related trainings and a series of mandatory trainings on work ethics.

Potential for retention: We are actively engaged in fundraising in the area of social protection with several donors in Albania, such as EU, Swiss Cooperation and Development as well as through different local UN joint programmes. For the 3rd & 4th year extension, office will also explore available positions through the Regional Office in ECARO.

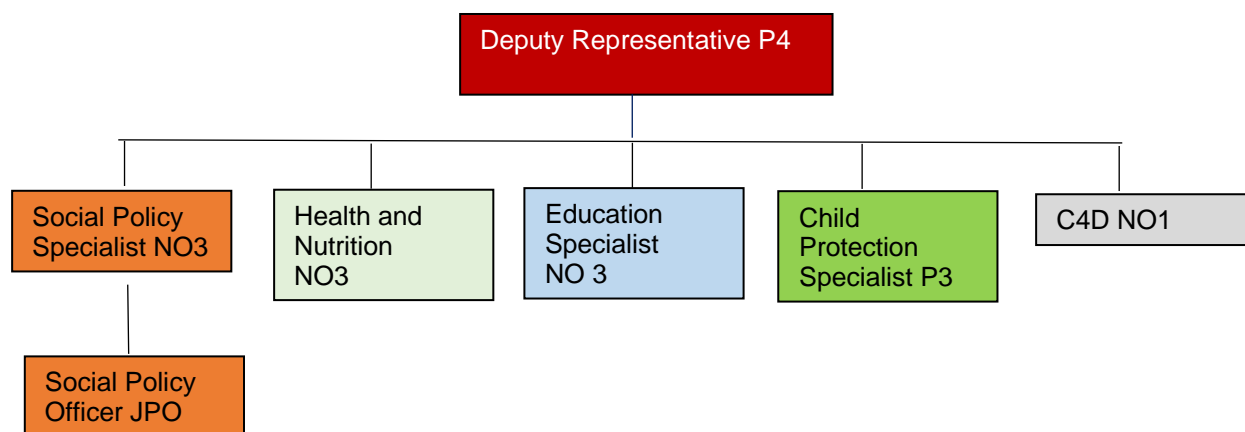
Supervisor experience: The position will be supervised by the Social Protection Specialist working for more than 25 years in the area of social policies, child protection, social inclusion and with various donors and programmes including EU, UN, USAID etc.

Information and living condition of Duty station: [For Filed Office locations only]

General Information	Albania is a small country in the southeastern part of Europe. It is part of the Balkan peninsula together with few other states. It has gone through a lot of positive economic growth during the last years, and it is fast developing towards being a member of the European Union. The UN presence in Albania is strong with 17 representatives' agencies with 7 of them being resident in the country. UNICEF contribution is important and is valued and appreciated a lot by the Government and other national and international stakeholders in the area of child
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	wellbeing and protection. Albania is a vivid country, visited by many foreigners who appreciate a lot the immense beauty of the natural landscapes combined with the warmth and hospitality of Albanian people.
Security	Albania is categorized as a low-risk country especially for the human driven conflict. In terms of natural disasters Albania ranks high especially regarding earthquakes, tsunamis and draughts. There was a devastating earthquake in November 2019 that caused a lot of damages in infrastructure and loss of human lives as well.
Housing	There are many opportunities for housing in Albania. One can either rent a flat or a house in the center of the city or go to the suburban areas where there are opportunities to rent villas and apartments in the middle of the greenery. One can use the AirBnb that provides a lot of housing opportunities at reasonable costs or use the rental agencies that operate in the country to find a proper place to live. For UN staff, a security check is being done by UNDSS before arrival to ensure that security precautions and necessary measures are in place for a safe accommodation.
Schools & Childcare	Tirana has a series of international schools which provide various quality programs such as IB, A-levels, etc. Preschools and day care options are also available in English.
Work for spouses & partners	Work opportunities for spouses/partners are limited. However, if hired by any organization, the person should apply for a work permit through the National Employment Service with the support of the same hiring organization.

Reporting line of the JPO





UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

I. Post Information

Job Title: **Social Policy Officer**
Supervisor Title/ Level: **Social Policy Specialist/ Level 3**
Organizational Unit: **Social Protection Section**
Post Location: **Tirana, Albania**

Job Level: **Level 2**
CCOG Code: **1L06**
Functional Code: **SOC**
Job Classification Level: **Level 2**

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: Albania

The UNICEF Albania Country Office (ACO) is seeking donor support for the funding of a JPO position in Albania. Country Office were supporting and advocating for reforms in the area of social protection is one of the major priorities and implementation strategies for influencing policies to improve wellbeing and development of children.

In the framework of the UNICEF Albania country program for 2022-2026 social protection will be continue to be an important sector under the oversight of the Deputy Representative and Social Protection Specialist. The key function of this position is to support the office in mainstreaming social innovation throughout its programmes as well as to test and scale up new partnerships, promoting new approaches and collaborations to help Albania to realize its children's rights

Purpose for the job:

Under the general guidance of the supervisor, the Social Policy officer is accountable for providing technical support and assistance in all stages of social policy programming and related advocacy from strategic planning and formulation to delivery of concrete and sustainable results. This includes programmes aimed at improving (a) public policies to reduce child poverty; (b) social protection coverage/ shock responsive and impact on

children; (c) the transparency, adequacy, equity and efficiency of child-focused public investments and financial management; and (d) governance, decentralization and accountability measures to increase public participation and the quality, equity and coverage of social services. This encompasses both direct programme work with government and civil society partners as well as linkages and support to teams working on education, health, child protection.

Purpose for the job:

The JPO Social Policy Officer will proactively support the development of a strategic approach on adaptive social protection in Albania as one of the new priorities in the country, will support the coordination, and monitoring of several flagship interventions in the area of social protection.

Under direct supervisor of the Social Policy Specialist, the JPO will be responsible for the following key functions/accountabilities:

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

1. Improving data on child poverty & vulnerability for increased use for policy and programme action

- Analyzes the macroeconomic context and its impact on social development, emerging issues and social policy concerns, as well as implications for children, and proposes and promotes appropriate responses in respect of such issues and concerns, including government resource allocation policies and the effect of social welfare policies on the rights of children.
- Provides timely, regular data-driven analysis for effective prioritization, planning, and development; supports and facilitates results-based management for planning, adjusting, and scaling-up specific social policy initiatives to reduce child poverty.

2. Strengthening social protection coverage / shock responsive and impact for children

- Supports strengthening of integrated social protection systems, providing technical support to partners to improve the design of cash transfers and child grants and improve linkages with other social protection interventions such as health insurance, public works and social care services as well as complementary services and intervention related to nutrition, health, education, water and sanitation, child protection.
- Supports improved monitoring and research around social protection impact on child outcomes, and use of data and research findings for strengthening programme results.

3. Improving use of public financial resources for children

- Supports the identification of policy options for improved domestic financing of child-sensitive social protection interventions.
- Support building capacity of partners for improved monitoring and tracking of public expenditure to support transparency, accountability and effective financial flows for essential service delivery, including through support to district level planning, budgeting and public financial management as well as facilitating community participation.

4. Strengthening capacity of local governments to plan, budget, consult on and monitor child-focused social services.

- Where national decentralization processes are taking place, collaborates with central and local authorities to improve policies, planning, budgeting, consultation and accountability processes so that decisions and child-focused service delivery more closely respond to the needs of local communities.
- Support efforts in collaborating with the central and local authorities to strengthen capacity on quality data collection, analysis for policy development, planning, implementation, coordination, monitoring of essential social services, with emphasis on community participation and accountability.

IV. Impact of Results

The efficient and effective technical support provided to the development and implementation of strategic advocacy and planning & formulation of social policy programmes/projects and the achievement of sustainable results, contributes to achievement of goals and objectives to create a protective environment for children and thus ensure their survival, development and well-being in society.

Achievements in social policy programmes and projects in turn contribute to maintaining/enhancing the credibility and ability of UNICEF to provide programme services for mothers and children that promotes greater social equality in the country.

V. Competencies and level of proficiency required

Core Values attributes

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

Core competencies skills

- Demonstrates Self Awareness and Ethical Awareness (1)
- Works Collaboratively with others (1)
- Builds and Maintains Partnerships (1)
- Innovates and Embraces Change (1)
- Thinks and Acts Strategically (1)
- Drive to achieve impactful results (1)
- Manages ambiguity and complexity (1)

Functional Competencies

- 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, Public Policy, Social Sciences, International Relations, Political Science, or another relevant technical field.
Experience:	<p>A minimum of two years of relevant professional experience is required. Experience working in a developing country is considered as a strong asset. Background and/or familiarity with emergency is considered as a strong asset.</p> <ul style="list-style-type: none">- Excellent oral and written skills, excellent drafting, formulation, reporting skills.- Accuracy and professionalism in document production and editing.

	<p>Excellent interpersonal skills, culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, religious and youth organizations and authorities at different levels, familiarity with tools and approaches of communications for development.</p> <ul style="list-style-type: none"> - Ability to work and adapt professionally and effectively in a challenging environment, ability to work effectively in a multicultural team of international and national personnel. - Solid overall computer literacy, including proficiency in various MS office applications (Excel, Word, etc) and email/internet, familiarity with database management and office technology equipment. - Self-motivated ability to work with minimum supervision, ability to work with tight deadlines - Sound security awareness
Language Requirements:	<p>Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.</p>