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:

- ✓ General Information Security Awareness Course
- ✓ Introduction to Human Centered Design
- ✓ Introduction to RapidPro

Innovation Officer will be responsible for driving innovation and creativity within the office. It is tasked with identifying new opportunities, developing new products and services, and improving existing ones.
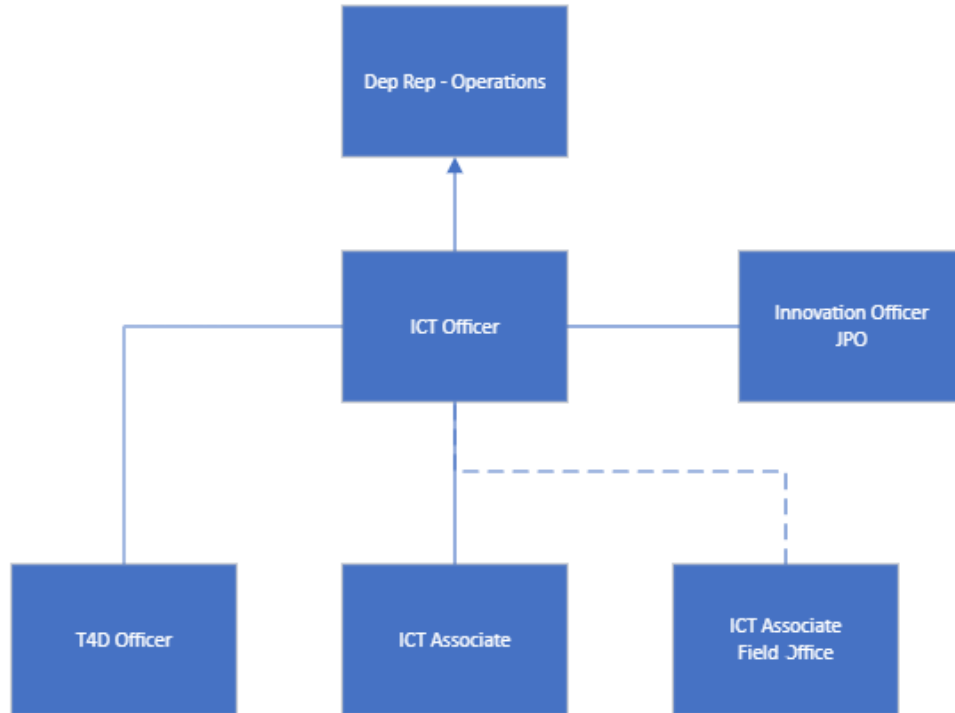
Therefore, it needs to attend business meetings to learn the scope and be a bridge between two subjects in close cooperation with the Office of Innovation and ICT Division. UNICEF Turkiye CO has been already using different technologies to collect, process and present data for and with children and adolescent people.

Since innovation is considered as a continuous exercise and a professional area in today's fast paced business environment, it is vital to foster innovation culture in the office in collaboration with all the stakeholders, including the partners and the other UN agencies. Upon completion of the JPO program, individuals are eligible to apply for positions in both Operations and Programme.

The individual who will supervise and oversee this role boasts a robust background in the ICT sector, with two decades of experience at UNICEF and an additional five years in the private industry, and already supervises three ICT staff in the team. He has contributed to a multitude of Tech for Development (T4D) initiatives, both internally and in collaboration with external partners. These projects span a range of areas, including data warehousing, business intelligence, human-centered design, and various web applications.

Information and living condition of Duty station: [For Filed Office locations only]	
General Information	Ankara is a family duty station. It is the capital of Turkey and the country's second largest city after Istanbul with a population of more than 5 million people. Centrally located in Anatolia, Ankara is an important commercial and industrial city. It is the center of the Turkish Government and houses foreign embassies. It is an important crossroads of trade, strategically located at the center of Turkey's highway and railway networks.
Security	Ankara is classified as Security Level 1 in the UN system, like majority of Turkey. Ankara is generally, a safe city, where normal use of common sense and acting responsibly takes one a long way. The public transport is safe to use. There are no direct threats towards United Nations and its staff in Turkey.
Housing	Apartments / flats are generally in good condition, with well-functioning services (gas, electricity, water). Single houses with surrounding gardens are very rare in Ankara. When available, they are generally more expensive than apartments. Therefore, most international personnel live in apartments. New arrivals are usually able to find an apartment in about a month of arrival. The cost of housing varies, depending on the location, size, and facilities. Housing in general is the largest monthly expense. Upon arrival, UN staff will temporarily stay in a hotel until long-term housing is found.
Schools & Childcare	Most of international staff's children attend international schools with an academic system that is widely recognized abroad. International schools often include a kindergarten and preschool classes (sometimes even a nursery) for younger kids. Tuition is in one or more foreign language although some subjects are taught in Turkish in some schools. The American, British, French, and Pakistan Embassies sponsor their own private schools in Ankara. Please note that there are no international or English Language schools in Gaziantep. Some international staff have installed their family in Istanbul where there are more school options. Although international schools are open to children of all nationalities, it should be noted that some of them all give priority to children of their own nationality. Entrance to school is therefore understood to be on a space-available basis.
Work for spouses & partners	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.

Reporting line of the JPO

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                    │  Dep Rep - Operations │
                    └──────────▲──────────┘
                               │
         ┌─────────────────────┴──────────────┐     ┌──────────────────────┐
         │              ICT Officer            │─────│  Innovation Officer   │
         │                                     │     │        JPO            │
         └────┬────────────────┬───────────────┘     └──────────────────────┘
              │                │
    ┌─────────▼───┐    ┌───────▼──────┐    ┌──────────────────┐
    │ T4D Officer │    │ ICT Associate│    │  ICT Associate    │
    │             │    │              │    │  Field Office     │
    └─────────────┘    └──────────────┘    └──────────────────┘
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	UNITED NATIONS CHILDREN'S FUND **SPECIFIC JOB PROFILE**

I. Post Information

Job Title: Innovation Officer Supervisor Title/ Level: ICT Offficer – NO-2 Organizational Unit: OPS Post Location: Ankara	Job Level:P-2 Job Profile No.: Job Classification Level:

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:

Considering that Turkiye Country Office context, special emphasis on how innovation and information technology could lead to improvements in the programme effectiveness and global public goods. It also calls for technology innovations that can serve to reach the most marginalized and hardest-to-reach children. The strategy seeks to leverage technology and other innovative approaches to improve the lives of children and women especially in the areas of data, provision of vital information, improvement to service delivery and knowledge management. Given the success of a number of innovative platforms especially focused on digital and non-digital engagement of young people and the increasing focus on the young people agenda, UNICEF Turkiye Office looking to scale up support to this area for programme effectiveness and efficiency

Purpose for the job:
The overall responsibility of this position is to provide technical level support to innovation and T4D initiatives in the country. Reporting to the ICT Officer, this position supports various activities related to the conceptualization and scale-up of T4D projects in addition to leveraging innovation and knowledge management.

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

- Support to programme development, planning and implementation
- Knowledge management
- Capacity building and training

1. Support to programme development, planning and implementation

- Coordinate various activities for the implementation of the country office innovation strategy

- Support work planning, bimonthly, annual reports and monitoring of results for the T4D initiatives and other innovative initiatives in the country.

- Prepare required programme documentations, reports, materials and data to facilitate programme review and approval processes.

- Support country office with the scale of innovative initiatives (RapidPro, U-Report, etc) including providing sectoral support to leverage innovation and T4D

- Collaboratively work with colleagues and partners to identify implementation issues, provide solutions, recommendations to alert officials and stakeholders of higher-level interventions or decisions.

- Provide support towards RFP, TA and contracting processes and coordinate with external suppliers for T4D and innovation projects.

2. Knowledge management

- Continuously scan, curate, and share best and cutting-edge innovative approaches

- Contribute to and ensure that innovations knowledge base is up to date including research, analysis documents, and reports. - Provide support to sections to develop mechanisms to effectively moderate existing or new forums for adolescents to ensure their meaningful participation.

- Manage content and user activity on various forums including recommending, planning, and implementing an effective mechanism for outreach to users by various sections.

- Support the documentation of learnings from innovative programming and pilots for the country programme by identifying, capturing, synthesizing, and sharing lessons learned

3. Capacity Building and Training

- Prepare one-pagers and presentation materials for various tools including RapidPro, T4D platforms and innovative programmes for orientation of staff and partners including government.

    - Facilitate workshops together with UNICEF programs and partners, introducing RapidPro and developing real-time monitoring solutions.

IV. Impact of Results

The impact of results for innovation can be profound and wide-ranging. The ability to provide new or significantly improved solutions can contribute to children's progress and accelerate outcomes for children or youth. This also contributes to maintaining/increasing UNICEF's credibility as an effective and responsible

manager of the funds allocated to the organization, and to enhancing UNICEF's image as an organization capable of delivering cost-effective and sustainable program outcomes for children.

V. Competencies and level of proficiency required

Core Values attributes

- Care
- Respect
- Integrity
- Trust
- Accountability

Core competencies skills
- 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

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

VI. Recruitment Qualifications

Education:	A university degree in Information System Management, Computer Science or Engineering, Electronic Engineering, International Development, Business Management, Economics, or related practical experience
Experience:	Minimum two years' experience managing, designing, and implementing solutions for largescale innovation/T4D projects, including supervising engineers and software developers, contractors, responsibility for budgets, contracts, and procurement, etc. Experience with technology-related projects in a development context and/or the UN. Proven skills in training, management, and strategic thinking. Proven ability to conceptualize, plan, and execute ideas as well as transfer knowledge and skills. Excellent communication skills – written and oral.
Language Requirements:	Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.