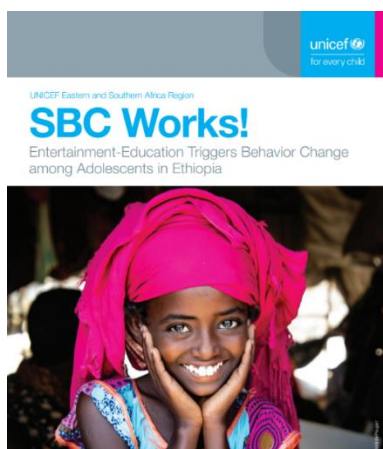




UNITED NATIONS CHILDREN'S FUND JPO Request Form



As part of Knowledge Management, SBC Works is a popular monthly ESARO newsletter which reaches the local, regional and global readers, including partners, stakeholders and donors.

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:

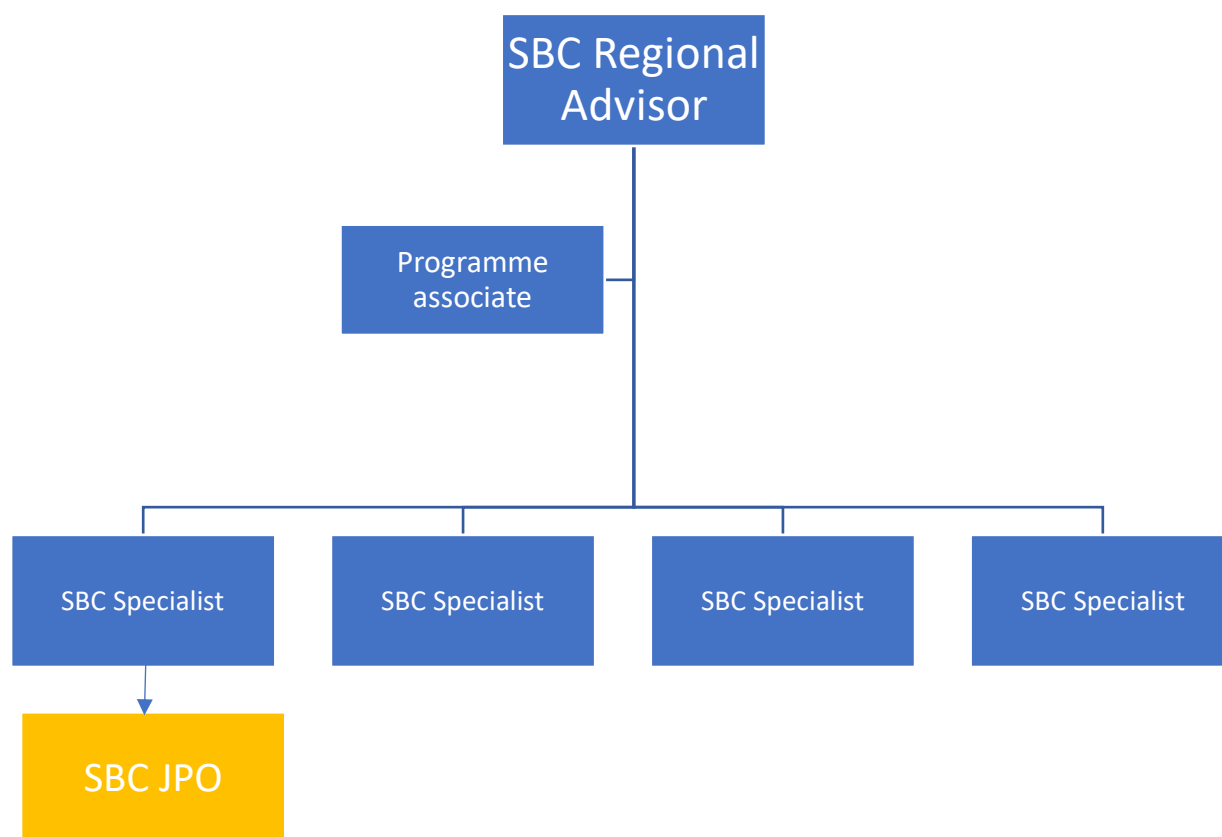
- ✓ SBC team at UNICEF ESARO (Eastern and Southern Africa Regional office) consists of five experienced professionals (3 FTs and 2 TAs,) and one programme assistant (shared) supporting all the programmatic areas: health, nutrition, WASH, education, child protection, social policy, HIV and emergency response. There will be lots of exposure on the job and wealth of resource persons to consultant on the work process and integrated programming.
- ✓ There are many international and national SBC posts in the UNICEF offices in UNICEF Nairobi and SBC-Global team (outposted in Nairobi). The work experience in Kenya can equip the young professional with the knowledge of the region, cultural practices and social norms to prepare for future opportunities.

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

General Information	<i>Nairobi is the political, economic and cultural heart of East Africa. UNICEF ESARO is located in a compound of <u>United Nations Office in Nairobi (UNON)</u> together with other <u>sister agencies</u>. The compound has services ranging from UN recreation center, language programme, fuel station, restaurants and cafeterias. The city offers a wide variety of international cuisine, good education including various international schools</i>
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	<i>and health facilities.</i>
Security	<i>The Security Level in Nairobi is classified as Moderate (Level 3) as per the UN security management system in Kenya. Terrorism is one of the security challenges to UN operations in Nairobi. The staff benefit includes security enhancement in the staff housing.</i>
Housing	<i>Different types of long-term accommodation are available in Nairobi: standalone houses, houses in gated compounds, apartments. These could be furnished and/or fully serviced, or unfurnished. Information on cars, housing and items for sales can also be found on https://iseek.un.org/</i>
Schools & Childcare	<i>Nairobi has many international schools including American, British, French, Swedish, Dutch, German and Japanese among others. It covers all ages from a kindergarten to high school.</i>
Work for spouses & partners	<i>Since there are many UN agencies, bilateral agencies and NGOs in Nairobi, work opportunities for spouses/partners are better than many other locations.</i>

Reporting line of the JPO [Please insert an org chart that is showing the reporting line of the JPO]





UNITED NATIONS CHILDREN'S FUND (GENERIC) JOB PROFILE

I. Post Information

Job Title: **Social and Behaviour Change Officer (SBC)**
Supervisor Title/ Level: **Specialist Level 3**
Organizational Unit: **Programme Section**
Post Location: **Country Office**

Job Level: **Level 2**
Job Profile No.:
CCOG Code: **1L05**
Functional Code: **CFD**
Job Classification Level: **Level 2**

II. Organizational 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 programmes, 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.

Job organizational context: The Social and Behaviour Change Officer GJP is to be used in UNICEF ESARO.

Purpose for the job: The Social and Behaviour Change Officer reports to the **SBC Specialist** for supervision and guidance. The Officer provides technical and operational support to the SBC Specialist and internal colleagues by administering, implementing, monitoring and/or evaluating a variety of SBC initiatives and activities to promote community engagement and participation, and measurable behavioral and social change/mobilization, requiring the application of technical and theoretical skills and thorough knowledge of organizational goals, rules, regulations, policies and procedures to complete tasks.

III. Key function, accountabilities and related duties/tasks

Summary of key functions/accountabilities:

- 1. Support to strategy design and development of SBC activities in child survival and development (especially Education, WASH, CP, Nutrition and ECD)**
- 2. Support to implementation of SBC activities (especially Education, WASH, CP, Nutrition and ECD)**
- 3. Advocacy, networking and partnership building**
- 4. Innovation, knowledge management and capacity building**

- 1. Support to strategy design and development of SBC activities (especially Education, WASH, CP, Nutrition and ECD)** Research and/or participate in conducting comprehensive SBC situation analysis of social, communication, cultural, economic and political issues in ESARO. Collect and synthesize qualitative and quantitative information and data to support the establishment of comprehensive and evidence-based information for developing and planning the SBC component of the Country Programme of Cooperation.
 - Collect, synthesize, draft and/or organize materials and related documentations for evidence-based SBC strategies and plans (as a component of ESARO C4C – Collaboration for Children) to ensure optimum impact, scale and sustainability of achievements/results.
 - Assess, select and/or recommend appropriate information and materials for SBC initiatives verifying accuracy and quality for dissemination.
 - Monitor and assess the impact of SBC strategies and activities on ESAR CO and UNICEF goals to achieve measurable behavioural and social change resulting in the improvement of children's rights and wellbeing. Submit qualitative report/synthesis of results for development planning and improvement.

- 2. Support to the implementation of SBC activities (especially Education, WASH, CP, Nutrition and ECD)**
 - Assist ESAR COs to provide operational and technical support to research, develop, and produce evidence-based strategies and test, produce and use quality SBC materials, organize events and activities to ensure community engagement and participation, and maximum outreach and impact on behavioral and social change.
 - Support to collect, assess and organize information for budget planning and management of programme funds and prepare documentations and related materials for financial planning for SBC initiatives. Monitor/track the use of resources as planned and verify compliance with organizational guidelines, rules and regulations and standards of ethics and transparency.
 - Assistance in providing technical, administrative and logistical support and background materials to carry out SBC strategies and activities and recommend operational strategies, approaches, plans, methods and procedures to ensure community engagement and participation, and optimum outreach and impact.
 - Assess and recommend potential contacts, networks, resources and tools to support maximum impact and outreach of SBC initiatives.
 - Follow up and monitor the production of SBC materials to ensure technical quality, consistency and relevancy of communications materials that are developed, produced and disseminated to target audience

- 3. Advocacy, networking and partnership building**

- Build and maintain partnerships (in collab with ESAR Cos) through networking and proactive collaboration with national and international civil society organisations, community groups, leaders and other critical partners in the community and civil society to reinforce cooperation through engagement, empowerment and self-determination and to pursue opportunities for greater advocacy to promote UNICEF mission and goals for child rights, social equity and inclusiveness.
- Collaborate with internal global/regional communication partners to harmonize, link and/or coordinate messaging to enhance SBC outreach and contribution to programmatic outcomes

4. Innovation, knowledge management and capacity building

- As part of ESAR-SBC Thought leadership agenda, support the organization, administration and implementation of capacity building initiatives, including partnerships with training and academic institutions, to enhance the competencies of clients/stakeholders/partners across programme sectors in SBC planning, implementation and evaluation in support of programmes/projects. Develop training materials for training activities, and revise and update them as necessary.
- Assist to institutionalize/share best practices and knowledge learned/products with global/local partners and stakeholders to build capacity of practitioners/users and disseminate products to key audiences including partners and donors.

IV. Impact of Results

The efficient and effective technical, administrative and operational support provided to the development and implementation of SBC advocacy initiatives and products directly impact on the ability of UNICEF to promote social, political and economic action and changes in behaviors, social attitudes, beliefs and actions by communities, individuals and societies on children's rights, survival and wellbeing. This in turn contributes to enhancing the ability of UNICEF to fulfill its mission to achieve sustainable, locally owned and concrete results in improving the survival, development and wellbeing of children in the country.

V. UNICEF values and competency Required (based on the updated Framework)

i) Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability

ii) Core Competencies (For Staff without Supervisory Responsibilities) *

- 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)

VI. Recruitment Qualifications

Education:	A university degree in one of the following fields is required: social and behavioral science, sociology, anthropology, psychology, education, communication, public health or another relevant technical field. A master's degree is considered a strong advantage.
Experience:	<p>A minimum of two years of professional experience in one or more of the following areas is required: social development programme planning, Social and Behaviour Change, public advocacy or another related area.</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 (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.