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:
- ✓ UNICEF mandatory courses and online courses of interest from the AGORA learning platform.
- ✓ Mentoring and coaching from the Regional Adviser and Senior Team Members, including dedicated career development conversations
- ✓ Opportunities to work cross-sectorally in the Regional Office, including with social and behaviour change, health, gender and adolescents, child protection, and other topical areas.

Career advancement and Supervisor's coaching experience
- ✓ Although retention beyond two years might be possible, it would be preferable to support the JPO in securing career advancement at the end of their assignment
- ✓ The supervisor has extensive experience in and passion for coaching and developing professionals, including within her own team (full time professionals and administrative staff, temporary appointments, and United Nations Volunteers) and across UNICEF's regional HIV network (international and national professional staff). A number of staff have gone on to new jobs, some with expanded portfolios and some with promotions.

Information and living condition of Duty station: [For Filed Office locations only]	
General Information	Nairobi is the capital and largest city of Kenya. Nairobi is now one of the most prominent cities in Africa both politically and financially. Home to thousands of Kenyan businesses and over one hundred major international companies and organizations, including the United Nations Environment Programme (UNEP), the headquarters for the United Nations in Africa and the Middle East, and the United Nations Office in Nairobi (UNON). Nairobi is currently the 12th largest city in Africa, including the population of its suburbs. Nairobi enjoys a moderate climate. As Nairobi is situated close to the equator, the differences between the seasons are minimal. The timing of sunrise and sunset varies little throughout the year for

	the same reason. Kenya is a unique country and the East and South Africa Regional Office is a unique (humanitarian and development) operation.
Security	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.
Housing	Different types of long-term accommodation are available in Nairobi: standalone houses, houses in gated compounds, and apartments. These could be furnished and/or fully serviced, or unfurnished. Advertisements of rental opportunities are also posted at UNON Bulletin Board: http://www.unon.org/motd and the office has a WhatsApp group that can be very helpful.
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 pre-school classes (sometimes even a nursery) for younger kids. Nairobi has more schooling options than many African cities and colleagues can be very helpful to provide insights.
Work for spouses & partners	Work opportunities for spouses/partners are limited. If hired by any organization a work permit must be applied for through the same hiring organisation.

Reporting line of the JPO
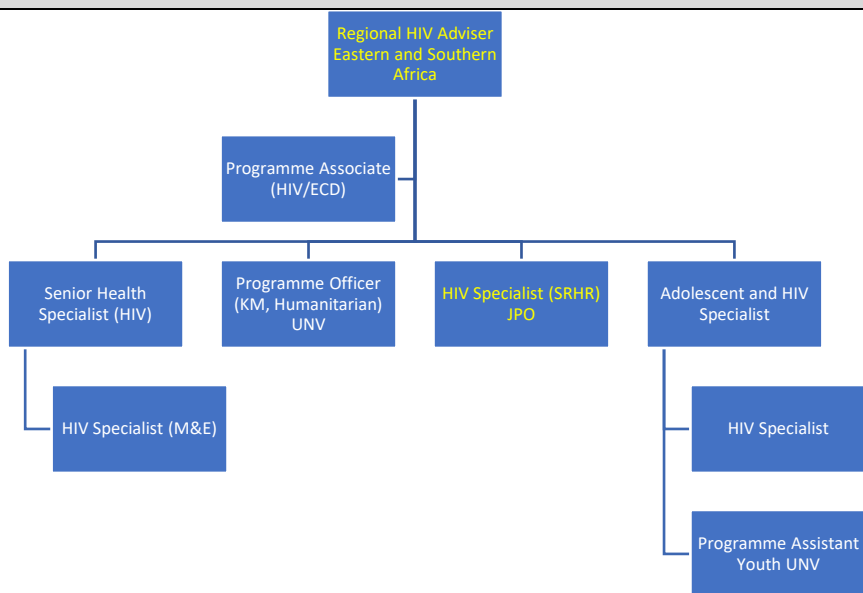
UNITED NATIONS CHILDREN'S FUND
SPECIFIC JOB PROFILE

I. Post Information

Job Title: Programme Officer (Sexual and Reproductive Health and Rights – SRHR) Supervisor Title/ Level: Regional HIV Adviser (P5) Organizational Unit: ESARO HIV Section Post Location: Nairobi, Kenya, Eastern & Southern Africa Regional Office (ESARO)	Job Level: 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. UNICEF currently prioritizes adolescent girls as one of three corporate priorities and based on growing experience will soon release its first ever global framework on sexual and reproductive health and rights (SRHR).

Strategic office context:

The HIV Section at UNICEF Eastern and Southern Africa Regional Support is seeking donor support for the funding of a JPO position for 2024-2025 that will provide critical support for the continued expansion and acceleration of UNICEF's work in multisectoral SRHR. With HIV as a key entry point, UNICEF in Eastern and Southern Africa has grown its programming experience and partnerships on SRHR. UNICEF in ESA has prioritized *Ending AIDS among children and adolescents while improving* SRHR as a key focus area of the Regional Collaboration For Children. The JPO will support the HIV Section's ability to ensure the technical excellence and quality of multisectoral SRHR programming across the region. Overall, the funding of this position will provide much-needed support for the organization's strengthened commitment and expanded portfolio in SRHR, particularly for adolescents and young people, including young parents.

Purpose for the job:

Under direct supervision of the Regional HIV Adviser (P5) the Programme Officer (SRHR) will be responsible for providing technical, operational and administrative assistance throughout the programming process for SRHR-related programmes/projects in ESA region from development planning to delivery of results, preparing, executing, managing and implementing a variety of technical and administrative program tasks to facilitate

programme development, implementation, programme progress monitoring, knowledge management, and reporting of results.

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

1. Support to SRHR portfolio and programme development and planning for ESA region
2. Support to programme management, monitoring and delivery of SRHR- related results
3. Technical and operational support to SRHR programme implementation
4. Networking and partnership building around SRHR
5. Innovation, knowledge management and capacity building in SRHR

1. Support to SRHR portfolio and programme development and planning for ESA region

- Keep the pulse of SRHR sector and programming for development, design and management of SRHR related programmes/projects. Monitor and share SRHR development trends (e.g. political social, economic) for higher management use to enhance programme development planning, management, efficacy and delivery of results at regional and country level.
- Contribute to the development of sectoral strategies and results-based planning through analysis of SRHR needs and areas for intervention, offering recommendations for prioritization and focus.
- Provide technical and operational support throughout all stages of SRHR programming processes.
- Prepare required documentations/materials to facilitate the programme, activity and initiative review and approval process.

2. Support to programme management, monitoring and delivery of SRHR- related results
- Work closely and collaboratively with internal colleagues across sectors and partners to discuss operational and implementation issues, provide solutions, recommendations and/or alert appropriate stakeholders for higher-level intervention and/or decision.
- Participate in monitoring exercises, programme reviews and annual reviews to assess SRHR programmes and initiatives.
- Monitor and report on the use of sectoral programme resources (financial, administrative and other assets), verify compliance with approved allocation/goals, organizational rules, regulations/procedures and donor commitments, standards of accountability and integrity. Report on issues identified to ensure timely resolution by management/stakeholders. Follow up on unresolved issues to ensure resolution.
- Prepare regular/mandated sectoral programme/project reports for management, donors, and partners to keep them informed of programme progress.

3. Technical and operational support to SRHR programme implementation

- Exchange information with partners/stakeholders to assess progress and provide technical support, take appropriate action to resolve issues and/or refer to relevant officials for resolution. Report on critical issues, bottlenecks, and potential problems for timely action to achieve results.
- Provide technical and operational support to NGO partners, UN system partners and other regional office partners/donors on the application and understanding of UNICEF policies, strategies, processes and best practices on SRHR related issues to support programme implementation, operations and delivery of results.

4. Networking and partnership building around SRHR

- Exchange information with partners/stakeholders to assess progress and provide technical support, take appropriate action to resolve issues and/or refer to relevant officials for resolution. Report on critical issues, bottlenecks and potential problems for timely action to achieve SRHR-related results.
- Provide technical and operational support to colleagues, NGO partners, UN system partners and other regional office sections/partners/donors on the application and understanding of UNICEF policies, strategies, processes, and best practices on SRHR related issues to support programme implementation, operations and delivery of results.

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5. **Innovation, knowledge management and capacity building in SRHR**

- Identify, capture, synthesize and share lessons on SRHR learned for knowledge management, to build the capacity of stakeholders, and to leverage scale up.
- Apply innovative approaches and promote good practice to support the implementation and delivery of concrete and sustainable SRHR programme results.
- Research, benchmark and report on best and cutting-edge practices in SRHR for development planning of knowledge products and systems.
- Participate as resource person in empowerment initiatives to enhance the competencies of colleagues and partners, including adolescents and young people.

IV. Impact of Results

The efficient and effective technical, administrative and operational support provided to the development and implementation of SRHR advocacy initiatives, programming efforts, and knowledge products at regional level and through Country Office support, directly impact on the ability of UNICEF to promote and leverage the end of AIDS as a public health threat, reductions in early and unintended pregnancy, reduced gender based violence, and improved mental among adolescents, young people, and parents with a people-centred approach with outcomes in multiple SDGs.

V. Competencies and level of proficiency required

Core Values attributes	**Core competencies skills**
- Care - Respect - Integrity - Trust - Accountability - Sustainability	- 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)

VI. Recruitment Qualifications

Education:	A university degree in one of the following fields is required: public health, adolescent health, family planning, health research, global/ international health, health policy and management, epidemiology or other related discipline is required.
Experience:	A minimum of two years of professional experience is required in sexual and reproductive health and rights programming, preferably in a resource constrained setting. Relevant experience in a UN system agency or organization is considered as an asset.
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.