



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 climate, environment and energy.
- ✓ Use of yearly JPO training funds for internal/external training opportunities.
- ✓ Participation in the Mentoring, Coaching, and Career Counselling and Career transition programmes.
- ✓ Field missions and opportunity for a stretch assignment during the second year

In addition, the JPO will benefit from the following specific learning opportunities in the receiving office:

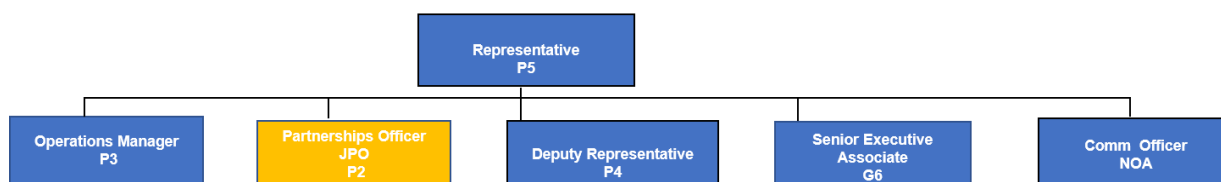
- ✓ Participation in regional network meeting, providing a key learning and networking opportunity
- ✓ Exposure to the work of other UN agencies, with frequent networking opportunities through being based on the joint UN compound
- ✓ Strong career prospects, with possibility to apply to UNICEF P2 or P3 positions as internal candidate during the second year
- ✓ Supervisor (Representative) with rich supervisory experience, and high capacity to provide coaching and career advice

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

General Information	UNICEF Comoros is located in Moroni, capital of the Union of the Comoros. It is located on the island of Grande Comore, and has a population of approximately 110,000 inhabitants (2016). Comorian people are friendly and welcoming. The island of Grande Comore has regular air connections with East Africa, notably Tanzania, Kenya and Ethiopia. The beaches in the north of the island, about an hour's drive from the capital, are particularly renowned. Comoros offers opportunities for hiking and observing marine life (whales, dolphins, turtles, and underwater world).
Security	Moroni, Comoros, is a "family", non-emergency duty station. It is classified as Level 1 on the latest UNDSS assessment: the security situation is considered calm, with no particular threats to United Nations personnel or their families.

Housing	Different types of long-term accommodation are available in Moroni: standalone houses, houses in gated compounds, and apartments. These could be furnished and/or fully serviced, or unfurnished. There are a few real estate agencies on site that can be contacted, and the UNICEF office will also support the process of house hunting.
Schools & Childcare	Moroni has an international school in Moroni, the Lycée Français Henri-Matisse, which offers the French curriculum. It is located close to the United Nations complex which houses the UNICEF office. This international school includes pre-school and a nursery for younger children.
Work for spouses & partners	While the job market in Moroni is not large, there are some opportunities for spouses/partners in the country to work, depending on their profession.

Reporting line of the JPO



UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

I. Post Information

Job Title: **Partnerships Officer**
 Supervisor Title/ Level: Representative, P5
 Organizational Unit: Communication and Advocacy unit
 Post Location : Moroni, Comoros

Job Level: P2

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:

UNICEF Comoros is seeking donor support for the funding of a JPO position that will provide critical support in partnership development, with a focus on resource mobilization, knowledge management and advocacy. The Partnership Officer will support UNICEF's four programme outcome areas (health, nutrition and WASH/climate change, education, child protection, and social policy / social protection) through establishing and maintaining partnerships with the public sector, locally, regionally and internationally, as well as exploring opportunities with the private sector. The post will maximize results for Comorian children by leveraging financial and non-financial resources.

Purpose for the job:

Under the direct supervision of the Representative, the JPO will deepen collaboration with key stakeholders and provide an interface for environmental scanning, knowledge exchange, resource mobilization, and policy influence within the scope of assignment. S/He may also serve as focal point and resource for colleagues on specific thematic areas of strategic relevance for partnership development. The JPO will be responsible for developing time-sensitive briefing notes, concept notes, proposals, financial analysis and other products for donors and other partners aimed at communicating UNICEF Comoros' results on the ground and securing additional resources for the Comoros Country Programme, and more broadly for children in Comoros.

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

1. Supports the implementation of the UNICEF Comoros resource mobilization strategy 2022-26 to support timely delivery of results, in accordance with UNICEF's partnership strategy and with regional guidance.
2. Seeks and promotes new partnerships and resource mobilization, working with UNICEF colleagues to identify partnership and resource mobilization needs, develop concept notes, project proposals, and briefing notes, and broker resource mobilization agreements to meet those needs.
3. Receives and screens inquiries from potential collaborators and facilitates communication with appropriate UNICEF staff. Scans and scouts external environment within designated partnership area for opportunities and risks and shares information in a timely fashion with relevant UNICEF staff.
4. Provides strategic, logistical and programmatic support to senior management and other UNICEF staff in corporate engagement and interaction with assigned partners. Build office capacity on partnerships and donor relations.
5. Develops and maintains deep knowledge and familiarity with current and prospective partners and relevant stakeholders, contributing to a database of key contacts and to UNICEF's base of knowledge on partnership and resource mobilization.

6. Expands UNICEF's network of key interlocutors to build stronger relationships between UNICEF and governments, other key-decision makers, regional development institutions, foundations, civil society organizations, international financial institutions and/or other relevant constituencies.
7. Develops, implements and/or monitors annual partnership engagement and resource mobilization plans, including support to office-wide efforts to ensure donor recognition and visibility.
8. Acts as a focal point for identification and pursuit of opportunities for outreach, engagement, policy influence and collaboration, including on how to anticipate and respond to partners' concerns and priorities, ensure that UNICEF's interests, perspectives, and knowledge are taken into account in relevant policy and institutional processes, and ensure that they are fully aware of UNICEF's perspectives, policies, priorities and capabilities. Contribute to the development and management of initiatives for high-level outreach, including for UNICEF Management.
9. Contributes to the development of new partnership and resource mobilization practices and approaches by formulating recommendations for action based on on-going monitoring, analyzing current trends within designated partners and formulating recommendations for strategy approaches and message development.
10. Supports the office with documenting programme implementation, success stories and lessons learnt, provide quality assurance to donor reporting and annual reporting, and support capacity building of UNICEF staff on results-based reporting and knowledge management.
11. Contributes to strategies for engagement and the development of communications products to enhance UNICEF's visibility and influence with existing and prospective partners and key stakeholders by providing analysis of the current environment and trends and formulating recommendations for strategy approaches and message development. Works closely with UNICEF's colleagues to ensure that policy advocacy and outreach is strongly grounded in the experience and insights of the programmes that UNICEF's supports. Contributes written inputs for communications instruments that best inform and influence partners and decision makers.

IV. Impact of Results

The Partnerships Officer is a professional in the field of external relations, in particular partnership development and resource mobilization. The quality of work and external communications performed by the JPO directly impacts on the overall reputation of UNICEF. S/He follows established procedures but is expected to make recommendations on strategies for engagement and communications products. The Partnership Officer is accountable for quality, substantive input and ability to project a competent and trusted image of UNICEF to partners.

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 • Sustainability <p><u>Core competencies</u></p> <ul style="list-style-type: none"> ▪ 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) 	<p><u>Skills</u></p> <ul style="list-style-type: none"> • Diplomatic communication and negotiation skills to establish and maintain trusted partnerships for achievement of objectives and to develop close and effective working relationships with diverse stakeholders. • Current knowledge of development issues, strategies as well as programming policies and procedures in international development cooperation. • In-depth knowledge of partnership development and resource mobilization. • Demonstrated ability to formulate new approaches in respect of resources management and outreach-related activities. • Skill in the identification of new opportunities or requirements to meet challenges in the field and propose changes. • Excellent communications skills, verbal and written.
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VI. Recruitment Qualifications	
Education:	Advanced university degree in one of the following fields: international relations, political science, communications, international development, or another relevant technical field.
Experience:	A minimum two years of relevant professional work experience in one or more of the following areas: public affairs, programme management, resource mobilization, external relations, or other relevant area. Relevant experience in a UN system agency or organization is considered as an asset. Knowledge and familiarity with Child Rights and child and adolescent participation is an asset.
Language Requirements:	Fluency in French and a good level of English is required.