



## UNITED NATIONS CHILDREN'S FUND JPO Request Form



A Nutrition Support Group volunteer assesses nutritional status of a child at community level

### **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 2<sup>nd</sup> year

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

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- ✓ Support to the professional development plan and monitoring
- ✓ Lead or supporting author on publications from the multi-sectoral integrated Scaling Up Nutrition programme
- ✓ Attendance of at least 1 relevant regional network meeting during the 2-year period
- ✓ Benefit from all staff UNICEF Zambia Country office group and individual mandatory learning and development programmes and trainings
- ✓ While a stretch assignment can neither be pre-determined nor guaranteed, the JPO will be encouraged and supported to apply as opportunity arise.

**Supervisor experience:** The Chief of Nutrition who is the designated supervisor for this position has over 18 years professional experience, 5 of which were in leadership/management roles. She has further received professional training courses on leadership and coaching.

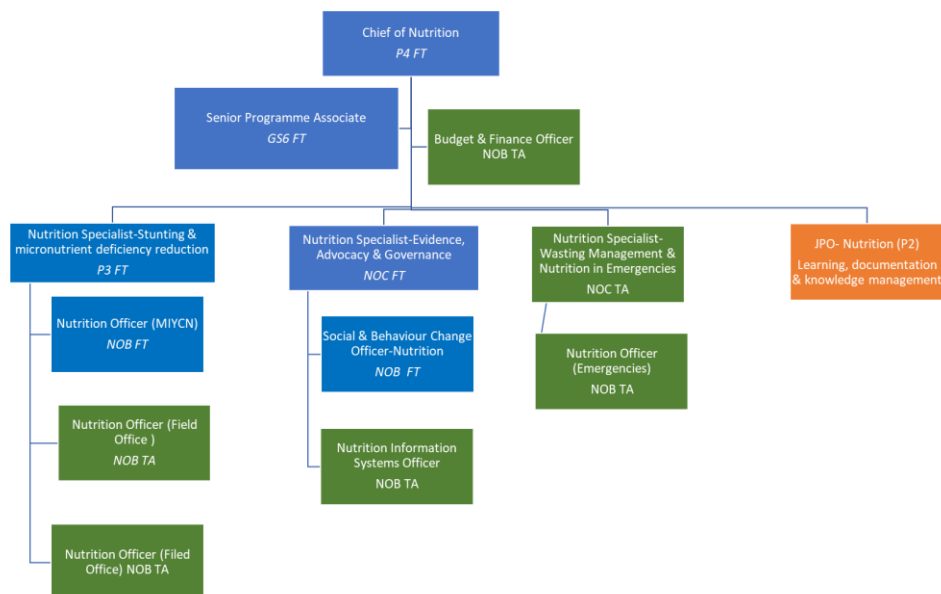
**Information and living condition of Duty station: [For Filed Office locations only]**

General Information	<p>Zambia is a landlocked country at the crossroads of Central, Southern and East Africa, although its typically referred to as being in South-Central Africa. Its neighbors are the Democratic Republic of the Congo to the north, Tanzania to the north-east, Malawi to the east, Mozambique to the southeast, Zimbabwe and Botswana to the south, Namibia to the southwest, and Angola to the west. The capital city of Zambia is Lusaka, located in the south-central part of Zambia. The population is concentrated mainly around Lusaka in the south and the Copperbelt Province to the north, the core economic hubs of the country. Zambia is a lower-middle-income country and one of the most politically stable democracies in Africa, with an estimated population of 16.4 million in 2017, of which 58 per cent is rural and 42 per cent urban. The population is quite youthful, with children representing 53 per cent – a total of 8.6 million. This large, young population represents an opportunity for economic development, but also presents challenges due to the demand for social services and employment. Despite Zambia's classification as a lower-middle income country by the World Bank in 2011 and a Gross National Income (GNI) per capita of \$1,300 in 2017, 54.5 per cent of the population still live below the poverty line. Inequality remains high, with three quarters of those in rural areas living in poverty – as compared to one quarter in urban areas. <i>(Details are availed to all new staff joining UNICEF as part of standard welcoming package).</i></p>
Security	<p>The Security Level in Lusaka, Zambia is classified as low (Level 2) as per the UN security management system in Zambia. There are limited security risks. However, all newly arrived UN staff members and international consultants get an appropriate briefing on the security in the country by the UN Department for Safety and Security (UNDSS).</p>
Housing	<p>Majority of international and diplomatic missions are in the following residential areas of Lusaka: Kabulonga, Sunningdale, Ibex Hill, Leopards Hill, New Kasama, Woodlands (main), Mass Media, Kings Land, Roma, Kalundu, Rhodespark, Longacres and Northmead. Depending on your family size and need, it is possible to rent furnished and unfurnished houses, townhouses, or apartments. Zambia has several real estate agents offering accommodation in various decent areas of Lusaka. Please visit their websites listed below and liaise on your requirements.</p> <p>All residential houses need to be cleared by the United Nations Department of Safety and Security (UNDSS) before signing a lease agreement. UNDSS will also advise you on the safe areas to stay. UNICEF Zambia has a standard lease agreement that you can use, which also has the diplomatic clause to ensure you are safe guided in</p>

	<p>case of closure of the UN/UNICEF in Zambia.</p> <p>Horizon Properties Limited Contact no.: +260 211 260 422. Contact Person: sepiso@thehorizonproperties.com <a href="https://www.thehorizonproperties.com">https://www.thehorizonproperties.com</a></p> <p>Homenet Zambia Contact no. +260 966 761483 Contact Person: Lynette@htm.co.zm</p> <p>Pam Golding Properties Contact no.: 260 211 253 420, +260 211 256334 Email: lusaka@pamgolding.co.zm <a href="https://www.pamgolding.co.zm">https://www.pamgolding.co.zm</a></p> <p>Sherwood Greene Properties Zambia Contact no. 0211 225 605 / 0211 225 615 / 0966 861 176 <a href="http://www.sherwoodgreene.com">http://www.sherwoodgreene.com</a></p> <p>It may be worth noting that real estate is quite expensive in Lusaka. An average rent for a 3-bedroom house will be between USD\$ 1800-3000/month.</p>
Schools & Childcare	<p>It is advisable to apply for schools in advance of your arrival in Lusaka. This is particularly relevant for preschools and lower grades as there are often waiting lists. Some of the more popular schools for expatriates living in Lusaka are:</p> <ul style="list-style-type: none"> <li>(i) <b>American International School of Lusaka (AISL):</b> The American International School of Lusaka is accredited by the Council of International Schools, Middle States Association of Colleges, member of the Association of International Schools in Africa and International Schools of Zambia. AISL is an international Baccalaureate World School, delivering an international curriculum from two to 18 years old. Contacts - Leopards Hill Road, Tel 260509, 260510, 260543, Fax 260538, <a href="mailto:ais@lusaka.org">ais@lusaka.org</a>, <a href="http://www.aislusaka.org">www.aislusaka.org</a>.</li> <li>(ii) <b>Baobab College:</b> Baobab College offers the British National Curriculum from preschool to pre-university SAT's in Primary and Cambridge International Examinations at IGCSE and "A" Level in the secondary school. Baobab College is the only school in Lusaka to offer boarding facilities for both primary and secondary students. Contacts – Kafue Road Lilayi, Tel 278791-5, 0966876804, Fax278796, <a href="mailto:info@baobabcollege.org">info@baobabcollege.org</a>, <a href="http://www.baobabcollege.org">www.baobabcollege.org</a></li> <li>(iii) <b>International School of Lusaka (ISL):</b> The International School of Lusaka offers classes from preschool to grade 12. The secondary programme leads to the IGCSE and /or IB diplomas. ISL is fully accredited both in the US and Europe. Contacts – 6945 Nangwenya Road, Tel 252291, 25395, Fax 252865, 250362, <a href="mailto:int.school.lusaka@gmail.com">int.school.lusaka@gmail.com</a>, <a href="http://www.islzambia.org">www.islzambia.org</a>.</li> <li>(iv) <b>Lusaka International Community School (LICS):</b> LICS offers an international syllabus for preschool (starting at grade one) to age 17 and is accredited by the European council of International Schools. Contacts – 242A Kakola Road, Roma,</li> </ul>

	<p>Tel 292449, 290626, Fax 290048, info@lics.sch.zm, www.lics.sch.zm.</p> <p>(v) <b>L'Ecole Francaise de Lusaka (French School):</b> The French school offers classes from preschool to secondary level. All classes follow the curriculum of the French Ministry of National Education. The school is member of the "AEFE" network (Agence des Ecoles Francaise a l'Etranger). Contacts – 22725 Alick Nkhata Road, Tel 254122, 0979 614019, secretariat@ef-lusaka.ne.</p> <p>(vi) <b>Italian School:</b> The Italian School of Lusaka offers classes from preschool to grade seven. English is the language of instruction. Contacts – Lubu Road, Tel/Fax 254181, italsch@zamnet.zm</p> <p>(vii) <b>Swedish School:</b> The Swedish School offers language lessons in Swedish for children and adults. The school is also a meeting place for Swedes and other Northerners. Those who are interested in Nordic languages and cultures are also welcome. The school has libraries for children, youths and adults. It is located along Alick Nkhata Road, Lusaka. www.sweschool.com</p> <p>(viii) <b>Indian School:</b> Indian School of Lusaka is a new and exciting education facility located in the heart of Lusaka city. In Lusaka, Zambia, there are several schools that offer international curriculum, nevertheless, Indian school of Lusaka is one of the first to offer the Indian CBSE (Central Board of Secondary Education) curriculum. Contact details: +260 211 256633/+260 960 709033 561. indianschooloflusaka.com</p> <p>(ix) <b>Boarding Schools:</b> There are several boarding schools within one or two hours from Lusaka such as Banani International Secondary School located one hour along the Great North Road (schooladmin@banani.sch.zm) and Musikili Primary School located in Mazabuka (Office@musikili.sch.zm). A little further away is Chengelo School located in Mkushi (www.chengelo.sch.zm, chengelo@zamtel.zm) among others.</p> <p>The schools mentioned above usually have long waiting lists for entry, particularly at the lower levels, so that early advance arrangements are necessary if children are to be admitted. Pre-school is also available at most of these schools.</p>
Work for spouses & partners	<p>Work opportunities for spouses/partners are limited. Spouses of officials covered under diplomatic privileges are not permitted to work. However, where such privileges are revoked and if hired by any organization a work permit must be applied for through the same hiring organization.</p>

## Reporting line of the JPO



\*\*\*You may use the GJP or use the Specific JD for the below sections\*\*\*



## UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

### I. Post Information

Job Title: **Nutrition Officer**  
 Supervisor Title/ Level: **Chief, Nutrition, P4**  
 Organizational Unit: **Nutrition Section, Programme**  
 Post Location: **Lusaka, Zambia**

Job Level: **P2**  
 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:**

The Nutrition Section at UNICEF Zambia is seeking donor support for the funding of a JPO position for 2024-2025 that will provide critical support for documentation and knowledge management of the multi-sectoral Scaling-Up Nutrition programme. The JPO will support the Nutrition Section's ability to inform continuous programme design and quality improvements through systematic learning and documentation, ensuring successes of interventions are captured and disseminated while experiences of service recipients and providers inform design adjustments to optimize results.

According to the Global Nutrition Report 2022, Zambia is on course to meet two 2030 targets to reduce wasting and stop the increase of overweight and obesity among under-fives. Targets for stunting reduction, anemia reduction and exclusive breastfeeding remain off-course. To accelerate progress, UNICEF has been supporting the Government of the Republic of Zambia (GRZ) to reduce stunting through the Most Critical Days Programme (MCDP-II), which geographically and programmatically converges multi-sectoral interventions in food systems, WASH, Social Protection and Health to simultaneously address drivers of stunting. A total of 42 of Zambia's 116 districts are implementing MCDP-II, with UNICEF leading support in 17 districts through the 2nd Scaling-Up Nutrition project (SUN-II), while SUN-TA and GIZ support the remaining 25. Under UNICEF's technical assistance leadership, a community of 5 donors, 6 Government Ministries, 4 UN agencies and 5 Civil Society Organizations support SUN-II implementation in the 17 districts. SUN-II will end in April 2025, while UNICEF's multi-sectoral Nutrition support will extend beyond SUN-II to end of Country Programme (2027) and beyond. UNICEF is currently supporting Government to mainstream and transition gains made through the project for long-term sustainability. For the next steps, UNICEF will focus primarily on:

1. Food systems for children: supporting value addition to complementary food products along the value chain, as well as creating a non-obesogenic environment for children and adolescents.
2. Social protection system: Support the Ministry of Community Development and Social Services and the Ministry of Health (MoH) to scale-up cash+ interventions (case management, nutrition counselling and linkages to nutrition services), to more districts and to further enhance the nutrition shock responsiveness of the Social Cash Transfer programme.
3. Health system: Support the MoH to strengthen strategic integration of Nutrition in Health platforms, with a specific focus on community health systems strengthening and adolescent nutrition programming (for adolescents, a primary focus will be on school-based micronutrient supplementation). By end of 2024, UNICEF will have started two concurrent projects to support:
  - a. Micronutrient supplementation of school-going adolescent girls in 12 districts
  - b. Mainstreaming of Nutrition Support Groups (care group model) within the MoH's community health structures in 3 districts, as a model for expansion.

For all these systems, UNICEF will support innovative approaches that increase coverage, quality and equity of interventions, and will need to learn and document lessons in real-time, to inform programmatic adjustments as necessary. To this end, UNICEF Zambia would welcome a Junior Professional Officer who will support the Nutrition Section's learning, documentation and knowledge management across the three systems.

**Purpose for the job:**

Under direct supervisor of **Chief of Nutrition**, the JPO will be responsible for the following key functions/accountabilities:

1. Lead documentation and knowledge management for multi-sectoral nutrition interventions across the Social Protection, Health and Food Systems
2. Facilitate the use of lessons learnt to inform UNICEF's Nutrition programme adjustments for effective implementation
3. Engage in networking and support partnership building
4. Provide technical support to the health systems strengthening interventions, with a focus on community nutrition and adolescent nutrition platforms

**III. Key functions, accountabilities and related duties/tasks:****1. Lead documentation and knowledge management for multi-sectoral nutrition interventions across the Social Protection, Health and Food Systems**

- a) Support field monitoring for SUN-II interventions in 17 priority districts, continuously documenting lessons learnt
- b) Support documentation of facilitators, barriers and results of sustainable systems strengthening efforts for multi-sectoral Nutrition interventions within the SUN-II platform.
- c) Support data collection and analysis for peer-review publications of evidence and lessons learnt on institutional and community systems strengthening through the SUN-II platform
- d) Proactively support peer learning between SUN-II districts, and create peer learning opportunities between partners supporting other MCDP-II implementing districts

**2. Facilitate the use of lessons learnt to inform UNICEF's Nutrition programme adjustments for effective implementation**

- a) With a focus on sustainability and systems strengthening, support the use of lessons learnt to inform the design, Theory of Change, and implementation of post-SUN-II multi-sectoral interventions
- b) Facilitate the development and submission of abstracts for presentation of the multi-sectoral Nutrition programme at local and international conferences to give visibility to Zambia Country Office achievements
- c) Support proactive, audience-specific and targeted dissemination of reports and knowledge management tools on all areas of Nutrition supported by UNICEF
- d) Develop content for simple and effective Nutrition information sharing tools, liaising with the Communications and Visibility team for use of innovative technology solutions as appropriate for targeted audiences.
- e) Systematically keep record of reports and assessments for easy reference and to institutionalize lessons learned.

**3. Engage in networking and support partnership**

- a) Build and sustain effective close working partnerships with internal UNICEF Nutrition and cross-sectoral teams responsible for monitoring, communication and visibility and relevant stakeholders for documentation and systematic dissemination of knowledge management products for the Nutrition platform.

- b) Periodically and systematically share relevant knowledge management products with a pool of implementing partners, donor community and other development partners who share common interests

**4. Provide technical support to the health systems strengthening interventions, with a focus on community nutrition and adolescent nutrition platforms**

- a) Working closely with the Nutrition Officer for Maternal, Infant and Child Nutrition (MIYCN), support interventions to mainstream Nutrition Support Groups (care group model) into the Government's existing community health structures
- b) Working closely with the Nutrition Specialist for Governance, Evidence and Advocacy, provide technical support to the micronutrient supplementation programme for adolescent girls in schools.

#### **IV. Impact of Results**

The support of the JPO will contribute to improved programme implementation through continuous learning and sharing, leading to better quality and visibility of results for UNICEF-supported multi-sectoral Nutrition services to the most vulnerable children and families in Zambia. Technical support to the Health systems will help optimize Nutrition integration in the strategic pillars of the National Community Health Strategy for 2022-2026, as well as the Adolescent Nutrition pillar of the National Adolescent Health Strategy 2022-2026, further contributing to improved nutrition and health outcomes for pregnant women, young children, and adolescent girls.

#### **V. Competencies and level of proficiency required**



<p><b><u>Core Values attributes</u></b></p> <ul style="list-style-type: none"> <li>• Care</li> <li>• Respect</li> <li>• Integrity</li> <li>• Trust</li> <li>• Accountability</li> <li>• <u>Sustainability</u></li> </ul> <p><b><u>Core competencies skills</u></b></p> <ul style="list-style-type: none"> <li>• Demonstrates Self Awareness and Ethical Awareness (1)</li> <li>• Works Collaboratively with others (1)</li> <li>• Builds and Maintains Partnerships (1)</li> <li>• Innovates and Embraces Change (1)</li> <li>• Thinks and Acts Strategically (1)</li> <li>• Drives to achieve impactful results (1)</li> <li>• Manages ambiguity and complexity (1)</li> </ul>	<p><b><u>Functional Competencies</u></b></p> <ul style="list-style-type: none"> <li>• Learning and researching (2)</li> <li>• Planning and organizing (2)</li> <li>• Applying technical expertise (1)</li> </ul>
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<b>VI. Recruitment Qualifications</b>	
Education:	A university degree in one of the following fields is required: Nutrition, Public/Community Health, Community Development, Health Management or a closely related Social Science field.
Experience:	<p>A minimum of two years of professional experience in one or more of the following areas is required: social development programme planning, community development and/or project monitoring &amp; evaluation. Experience required in documenting lessons through social research or secondary analysis of quantitative and qualitative data, and information packaging for dissemination to various audiences. Experience working in community nutrition or community development is an asset.</p> <p>Relevant experience in a UN agency or development organization is considered an asset.</p>
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.