



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:

- ✓ Participation in internal training opportunities offered to Country Office staff in Mozambique, as well as external opportunities aligned with the JPO job profile. This includes, for example, MICS trainings, partner trainings on the use of evidence and multidimensional poverty figures, collaboration in and participation at statistical conferences, and other relevant events
- ✓ On-the-job training (online or face-to-face) focused on knowledge management practices and the power of data and evidence to drive decision-making, ensuring effective utilization of information for program improvement.
- ✓ Regular coaching from the Chief of Social Policy (P5, certified coach) to support professional and career development, with a focus on data strategy and knowledge sharing.
- ✓ The direct supervisor, Social Policy Specialist (P3), has also extensive experience in mentoring and managing young professionals. Regular coaching and feedback will be provided to help the JPO build essential skills and

achieve career goals. The supervisor is committed to fostering the JPO's growth in the role and supporting long-term professional development.

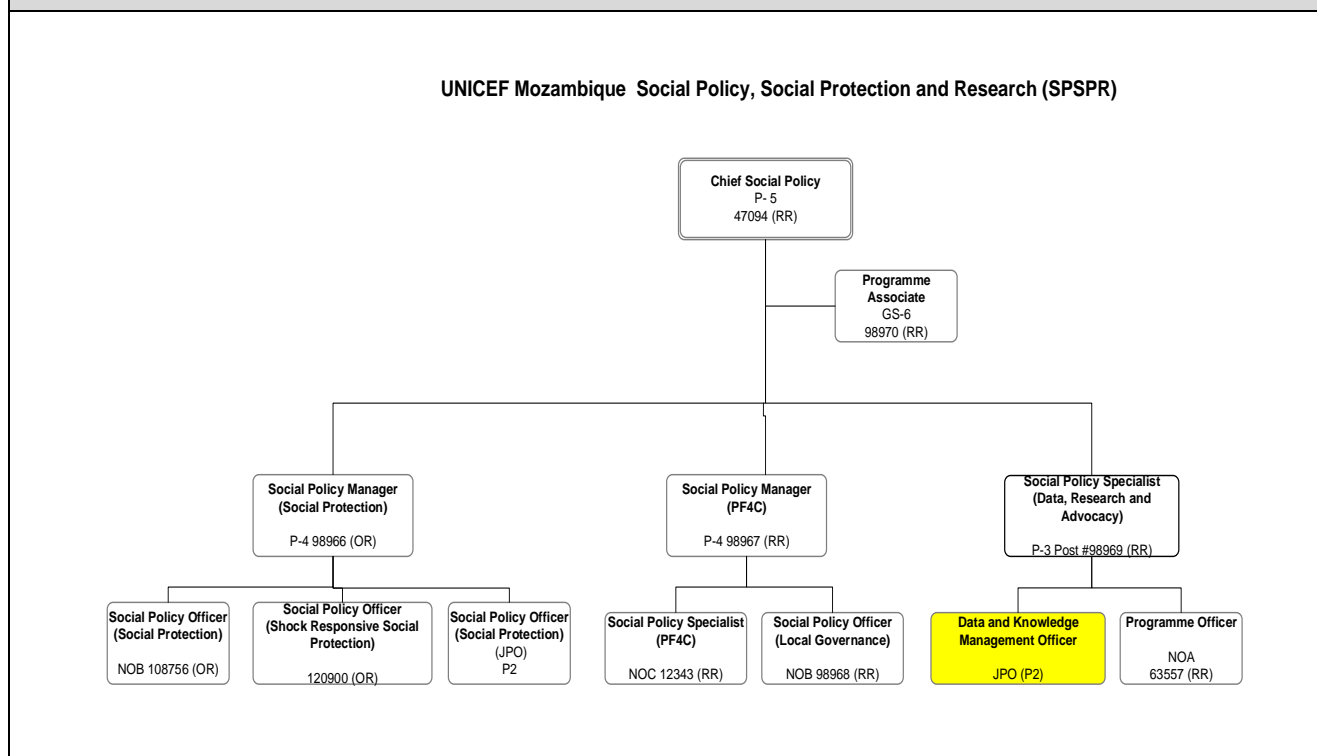
- ✓ The JPO will receive ongoing guidance on training opportunities, including internal and external training courses, use of JPO training funds, and access to specialized learning resources. This will ensure continuous professional development and support for career advancement.
- ✓ Opportunities to collaborate on cross-sectional projects that emphasize the role of data in driving innovation and improving service delivery across UNICEF's initiatives.

The JPO will gain needed skills and competences to pursue a career in UNICEF, other UN agencies and a variety of international organizations that work on social policy and protection.

Information and living condition of Duty station: [For Filed Office locations only]	
General Information	<p>Mozambique is a low-income country with per capita Gross Domestic Product (GDP) of less than US\$600 with a population of 28.8 million inhabitants in the country (52.2 per cent female and 47.8 per cent male) according to the 2017 census. Mozambique's population is growing at an average rate of 3.5 percent per annum. Fertility rates, particularly adolescent fertility rates, are very high while life expectancy remains among the lowest in the world (55 years). This means a growing proportion of the population is made up of children (51 per cent under 18 and 64 per cent under 25). It is ranked among the poorest countries in the world with widespread poverty and inequalities. Maputo, (formerly known as "Delagoa Bay" and "Lourenco Marques") is the largest and capital city of the Republic of Mozambique and the country's political, cultural and economic center of the country, and its sidewalk cafés, bars, and clubs offer some of the liveliest nightlife in southern Africa. The city is located along the south Indian Ocean coast of Mozambique and has a population of 1.088 million (2017). Some 68 per cent of the population lives in rural areas but, importantly, the population is unevenly distributed among its eleven provinces. Just three provinces in the centre-north, namely Nampula, Tete and Zambézia, contain almost half of the population and the two most populous provinces (Nampula and Zambézia) host almost half of the national population classified as poor. While the country's only official language is Portuguese, most of the population speak a variety of Bantu languages and dialects which are associated with some 16 different ethnic groups.</p> <p>Despite a quarter century of continuous economic growth, almost half (46.3 per cent) of Mozambican children can be considered multi-dimensionally poor. This is higher than among the general population. The proportion of Mozambique children living in multi-dimensional poverty is also notably higher compared to their peers in neighboring countries (such as Tanzania, Malawi, Zambia and Zimbabwe).</p> <p>Maputo has a healthful climate, tempered by sea breezes. It is known for its beaches and for its deep-sea harbor that provides access ports for oceanic trade. Maputo has a lively mix of people, with lots of markets and street vendors, a vibrant cafe culture, buzzing nightclubs, and a relaxed pace of life.</p>
Security	<p>The security situation is reliable in Maputo and is classified as Low (Level 2) as per the UN security management system in Mozambique. Nevertheless, some precautions are needed at the same time.</p> <p>A mandatory security briefing must be scheduled with UNDSS upon arrival. Visitors and staff can obtain additional security awareness documents by e-mail through UNDSS in-country.</p>
Housing	<p>Housing in Maputo is expensive and sometimes you may have to compromise a bit or lower your expectations. House hunting in Maputo is like a treasure hunt – there are lots of twists and turns and obstacles to navigate, but if you persevere, with some patience and a bit of luck, you can find a lovely home at the end of the rainbow! Everyone has a different story as to how they found their place, but here are some common strategies: Take something temporary, you</p>

	could always stay in a guest house or hotel or rent a furnished apartment while looking for a house to rent. Yellow pages or colleagues may provide information on different accommodation available. Take over the place of someone who's leaving: Don't be shy about spreading the word that you're looking for a place to live. You never know who might be on the other end of things and can recommend you to their landlord/landlady. You may be able to negotiate for a lower rent increase than would otherwise be the case. Also, ask HR staff if any current international staffs are leaving soon, as they may have a suitable house. When looking for a house to rent it is important to bear in mind the current Residential Security Policy and that there are certain mandatory elements that are no longer reimbursed by the organization. If possible, look for condominiums or houses with security measures such as electrical fences and burglar bars that are already installed. It is mandatory for UNDSS to conduct a residential security survey prior to international staff members committing to and/or signing a lease agreement.
Schools & Childcare	There is a variety of schools in Maputo which cater for different ages and languages. Also, tuition in various languages is also available for example in Dutch at the Nederland's School, Greek at the Greek Orthodox Church and Italian at the Italian school. Like everything else, check with your colleagues before committing to any school in Maputo. School calendars in Maputo vary, depending on the school and the system they follow. E.g., Maputo International School follows the same system as many schools in southern hemisphere where the school year goes from January to December, 3 months of school 1 month of leave etc., unlike the calendar of the American International School which runs from mid-August to mid-June, with 1 month break from mid-December to mid-January.
Work for spouses & partners	Work opportunities for spouses/partners are limited but not impossible, especially within the UN as a consultant if the necessary requirements are met. However, if hired by any organization a work permit must be applied for through the same hiring organization.

Reporting line of the JPO





UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

I. Post Information

Job Title: Data and Knowledge Management Officer
Supervisor Title/ Level: Social Policy Specialist (Data & Research) (P3)
Organizational Unit: Social Policy, Social Protection and Research Section
Post Location: Mozambique Country Office

Job Level: P2
Job Profile No.:
Job Classification Level: Level 2

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 and JPOs contribution:

UNICEF opened its first office in Mozambique in 1975. For more than 40 years, UNICEF works in Mozambique to reach the most disadvantaged children - to save their lives, defend their rights and to support them to develop to their fullest potential. UNICEF works both at national and subnational levels, with a strong presence in the most vulnerable provinces of Cabo Delgado, Nampula, Zambezia and Sofala in the current Country Programme (2022-2026).

The Social Policy programme section of UNICEF is responsible for providing technical support to the implementation, monitoring, and evaluation of all stages of social policy programming and related advocacy from strategic planning and formulation to delivery of concrete and sustainable results. This includes programmes aimed at improving (a) public policies to reduce child poverty; (b) social protection coverage and impact on children; (c) the transparency, adequacy, equity and efficiency of child-focused public investments and financial management; and (d) governance, decentralization and accountability measures to increase public participation and the quality, equity and coverage of social services. This encompasses both direct programme work with

government and civil society partners as well as linkages and support to teams working on education, health, child protection, water and sanitation.

Enhancing data and evidence on child poverty and vulnerability to better inform policy and program action is a crucial element of UNICEF's support to the Government of Mozambique under the Social Policy Section. Aligned with these priorities, the Mozambique CO is committed to generating, synthesizing and promoting the use of evidence and data about children to catalyze change for children in a country where over a half of children population lives in deep and multi-faceted poverty.

Purpose for the job:

Based in Maputo and under the general guidance of the Social Policy Specialist (P3) focused on Data and Research, the Data & Knowledge Management (KM) Officer will be responsible for developing and supporting UNICEF Mozambique CO as a "one stop knowledge center on children in Mozambique".

This will be done by facilitating and coordinating the implementation of the Mozambique CO knowledge management strategies, which include knowledge sharing, evidence and data driven information management, and capacity development.

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

Key functions/accountabilities:

1) Development, implementation and monitoring of Knowledge Management tools and products at MCO

- Collect and synthesize key relevant cross-sectorial evidence produced by UNICEF Mozambique office and its national and global partners, academic and research institutions.
- Supporting the documentation and validation of good practices and lessons learnt across MCO's evidence generation efforts.
- Support the development and production of analytical summaries, synthesis, fact sheets and briefs, based on final data sets, evidence and reports by the Mozambique CO.
- Maintain and update existing tools and systems for knowledge management (e.g. SharePoint Evidence site).

2) Support and promote the use of Knowledge Management tools at Mozambique CO

- Facilitate utilisation of evidence produced through CO research and evaluation activities by promoting the use of KM products and tools.
- Support consistent information management practices and ensure use of good knowledge management principles across the MCO.
- Implement the system of internal dissemination of evidence, particularly related to cross-sectoral areas of work.
- Facilitate awareness and capacity building activities on the use of KM approaches, channels and tools.
- Facilitate knowledge sharing and dissemination activities in the office, Field Offices, networks and partners.
- Strengthen capacity of the programme and operations staff in knowledge generation, sharing, distribution, storage and use.

3) Serve as the KM Country Office Focal Point for Country, Regional and Global initiatives

- Support implementation of the global KM Strategy priority areas.
- Support action planning, implementation, monitoring and evaluation of the KM strategy.
- Elaborate and coordinate an annual KM work plan, outlining KM activities with clear indicators and monitoring methods.

- Coordinate identification of knowledge needs and knowledge gaps.
- Track implementation and reporting of KM activities and regularly provide feedback to supervisors as required.

4) Support the generation, capture and sharing of high-quality data on the situation of children

- Support data collection and research activities implemented by MCO and partners.
- Support secondary data analysis and reporting of key indicators related to the situation of children.
- Support the development and production of knowledge material to advocate for child related issues.

5) Promote and facilitate internal CO capacity to design and use high quality data

- Provide guidance across sections to build internal capacity in all aspects of data collection, utilization and dissemination at all stages of research and evaluation projects.
- Adapt existing training and methodological guidance materials on data gathering produced by UNICEF HQ/RO and external parties to Mozambique context.

IV. Impact of Results

A dedicated Data & KM Officer at UNICEF Mozambique can drive the effective implementation of the knowledge management and data strategy, ensuring that knowledge generation, organization, and dissemination are systematic and aligned with the organization's goals.

By capturing and sharing lessons learned and good practices, the Data & KM Officer can facilitate continuous program improvement and innovation. Dissemination of these insights across multiple channels ensures that both internal teams and external partners are informed, leading to more coordinated and effective interventions at the country office level.

Moreover, the Data & KM Officer can enhance situation monitoring and assessment, ensuring that timely and accurate data on children, women, and families is available to program staff, researchers, and stakeholders. This strengthens evidence-based programming, leading to more targeted and impactful efforts in addressing the needs of vulnerable populations in Mozambique.

The JPO will directly contribute to the implementation of a pioneering Data Action Plan that UNICEF Mozambique is developing with our HQ Division of Data, Analytics, Planning and Monitoring (DAPM). Mozambique is one of only two country offices worldwide that is part of the recently launched global Data Transformation Initiative.

V. Competencies and level of proficiency required

Core Values: Care, Respect, Integrity, Trust, Accountability and Sustainability

Core Competencies

- Demonstrates Self Awareness and Ethical Awareness
- Works Collaboratively with others
- Builds and Maintains Partnerships
- Innovates and Embraces Change
- Thinks and Acts Strategically
- Drives to achieve impactful results
- Manages ambiguity and complexity

VI. Recruitment Qualifications

Education:	University degree in one of the following fields: economics, public policy, sociology, or another relevant social science field
Experience:	<ul style="list-style-type: none">• A minimum of 2 year of relevant professional experience in the area of knowledge management and data analysis is desirable.• Skills in quantitative and qualitative data analysis and management, including knowledge of statistical softwares (R, Stata, SPSS) are an asset.• Expertise in managing online dashboards and platforms, as well as to prepare posters, brochures, infographics is a value added.• Proven effective communication skills, demonstrated through past experience in capacity building or event facilitation is an asset.• Knowledge of UN and international humanitarian policies is a strong asset.
Language Requirements:	Fluency in English is required. Knowledge of another official UN language or a local language is considered as an asset.