



## UNITED NATIONS CHILDREN'S FUND JPO Request Form



### Youth Engagement Officer – Communication and Advocacy

#### 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:

- ✓ Participation in the Advocacy Capacity Building Initiative Workshops
- ✓ Access to all Digital Communication Webinars and Workshops
- ✓ UNICEF Core training:
  - [BSAFE \(English\)](#)
  - [Fraud awareness](#)
  - [Prevention of sexual harassment and abuse of authority](#)
  - [Prevention of sexual exploitation and abuse \(PSEA\)](#)
  - [Ethics and integrity at UNICEF](#)
  - [General Information Security Awareness Course](#)
  - Child Safeguarding

Please also mention the following: (prospect for the JPO career wise and profile of the supervisor)

- ✓ Youth Engagement is an increasingly required function within the Organization. The team has substantially increased its size in the last years (2 staff members in 2018 to 11 staff members in 2023) as part of an effort the organization to strengthen children's participation and youth engagement, as embedded in our Strategic Plan.
- ✓ This role offers an exciting opportunity to work with young people in one of the cutting edge UN agencies, learning first-hand how does the largest youth network in UNICEF, U-

Report, operates with over 31 million U-Reporters in more than 90 countries, and support the implementation of World Children's Day activation, UNICEF's largest annual flagship, in collaboration with 190 countries. The JPO will be responsible for youth engagement for World Children's Day.

- ✓ The Youth Engagement Specialist supervising the JPO has over 10 years of experience in Communication and Advocacy and has relevant experience in the public and private sector as well as in the civil society and international organizations. She holds a PhD in Law and has done extensive research on participation.

<b>Information and living condition of Duty station: [For Filed Office locations only]</b>	
General Information	<p>In recent years UNICEF has increased its focus on young people. The UNICEF Strategic Plan, 2018–2021 recognizes the whole spectrum of young people, including young adults or youth over 18, and includes in its Change Strategies “supporting young people and children as agents of change.” Taking its cue from the strategic plan, the Global Communication and Advocacy Strategy 2019–2021 (GCAS) asserts the important role that young people can play in the successful realization of UNICEF's mandate, and outlines the need to listen to, co-create and collaborate with young people and create meaningful engagement opportunities for them to make a difference. Being important drivers of change, children and young people are essential partners and contributors to both the development and implementation of UNICEF's Strategic Plan 2022–2025. With a new and ambitious SP, UNICEF intends to be deliberate and committed to fully involving children and young people in creating the solutions to accelerate the realization of the SDGs and driving change forward.</p> <p>The Youth Engagement Section in the Division of Global Communication and Advocacy in NYHQ leads on Youth Engagement in Coms and advocacy, providing strategic guidance and fostering knowledge exchange across countries and regions.</p> <p>The Section leads and manages the design and coordination of effective, integrated youth engagement campaigning and advocacy strategies, through the development, implementation, monitoring and evaluation stages. The team works collaboratively with colleagues across UNICEF at country, regional and global level, and external partners to develop and scale innovative and sustainable youth engagement programmes.</p>
Security	NYHQ is a H duty station, there are no specific risks associated to the duty station.
Housing	Different types of long-term accommodation are available in New York: standalone houses, houses residential neighborhoods, apartments. These could be furnished and/or fully serviced, or unfurnished.
Schools & Childcare	There is an extensive offering of education programmes in New York. Most of international staff's children attend international schools with an academic system that is widely recognized abroad. International schools often include kindergarten and pre-school classes for younger kids.
Work for spouses & partners	Work opportunities for spouses/partners are limited. However, if hired by any organization a work permit must be applied for through the same hiring organisation.

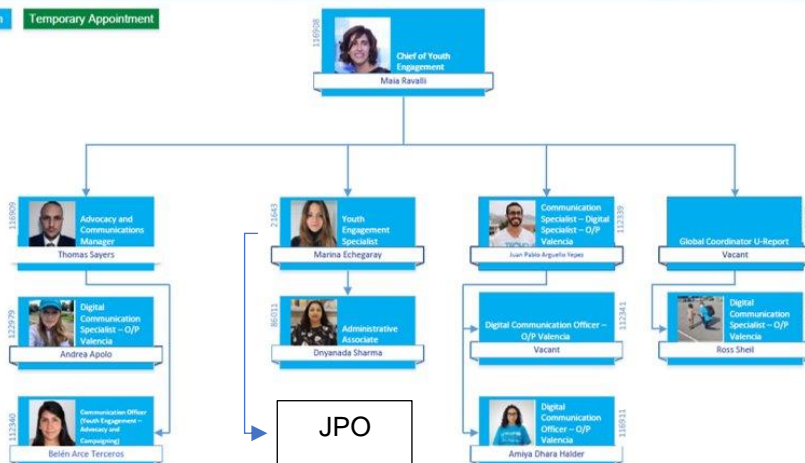
## Reporting line of the JPO

### Who's Who in the Division of Global Communication and Advocacy | Youth Engagement

Fixed Term

Temporary Appointment

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\*\*\*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: Youth Engagement Officer  
Supervisor Title/ Level: Youth Engagement Specialist  
Organizational Unit: Youth Engagement Section,  
Division of Global Communication and Advocacy  
Post Location: New York NYHQ

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

The Youth Engagement Section at UNICEF NYHQ is seeking donor support for the funding of a JPO position for 2024-2025 that will provide critical support for the accelerated implementation of the Youth Engagement Strategy and Action Plan. The JPO will support the Youth Engagement Section's ability to ensure the development, implementation and monitoring of effective and engaging advocacy campaigns involving young people, with a special focus on issues that young people care about in alignment with UNICEF Priorities, e.g. climate and gender, while also supporting the knowledge interchange on best practices in youth engagement across UNICEF. Overall, the funding of this position will provide much-needed support for the organization's strengthened commitment to the promotion of children's participation and youth engagement.

**Purpose for the job:**

This role will assist the Youth Engagement Section in GCA to develop, implement and monitor effective and engaging advocacy campaigns involving young people, develop and disseminate knowledge on the matter, build capacity and provide support to UNICEF Offices around the world, and support the strategic planning, monitoring and evaluation of youth engagement. Under the leadership of the Youth Engagement Specialist the role will support the development and implementation and monitoring of youth advocacy campaign strategies, partnerships management, content creation, with a special focus on knowledge management and coordination (including for U-Report) and lead on youth engagement for World Children's Day.

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

This staff member will support the development of effective, integrated strategies for youth engagement in advocacy and campaigning. They will work collaboratively with colleagues across teams, as well as with external partners, to create meaningful opportunities for young people to take action in support of children's rights through UNICEF's campaigns and priority initiatives.

Duties include:

**1. Youth Engagement strategy development and implementation:**

- Assist in the development of youth engagement strategies to achieve SMART outcomes.

2. Youth Communication content development:

- Assist in the development and implementation of communication content development with and for youth as part of campaigns and advocacy priorities.

3. Youth Engagement Platform management:

- Support content moderation, community management, content creation and M&E for youth focused digital platforms/communities. Assist in the local coordination and implementation of U-Report.

4. Youth Advocates:

- Support the implementation of a local Youth Advocates programme: researching potential youth advocates; supporting workplan development and communication; supporting youth advocates in preparation for events/media; documenting learnings and successes.

5. Safeguarding and participation:

- Ensure adherence to principles of child/youth participation and safeguarding when assisting in the development/implementation of all campaigns, communication products and platforms.

6. Youth Engagement M&E:

- Support the monitoring and evaluation of youth engagement strategies, campaigns and platforms. Assist in the preparation of relevant reports.

7. Project and budget management:

- Support the day-to-day delivery of key projects/ workstreams, developing and tracking project plans to ensure progress and address obstacles and bottlenecks. Support effective budget management, projections and tracking.

8. Youth Engagement capacity building & Knowledge Management:

- Support the implementation of capacity building and knowledge management efforts and design a KM and Capacity Development Plan/Strategy. Assist in the development of training and workshops; and develop and disseminate case studies and other knowledge management products.

9. Stakeholder engagement:

- Research current and potential partners. Assist and maintain a database of formal and informal partnerships and networks whose support is essential to achieving objectives. Support the flow of information to key stakeholders.

10. Others:

Undertake other key responsibilities as required.

#### IV. Impact of Results

The efficiency and efficacy of support provided by the Youth Engagement Officer:

- Increased capacity to engage young people as advocates and champions for children's rights through flagship campaigns and platforms.
- Strategic, innovative, effective and engaging campaigns with increased and robust participation of young people, ultimately helping to achieve key advocacy objectives for the organization.
- A positive brand image among young people, laying the groundwork for sustained supporter engagement.

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

##### Core Values attributes

- Care
- Respect
- Integrity
- Trust
- Accountability
- Sustainability

##### Core competencies skills

- 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)

##### Functional Competencies

- Persuading and influencing (1)
- Applying technical expertise (1)
- Learning and researching (2)
- Planning and organizing (2)

#### VI. Recruitment Qualifications

Education:

University degree in Communications, Marketing, Journalism, International Relations, International Development, or another related field or a related field.

Experience:	<p>At least two (2) years of relevant professional work experience in advocacy/ campaigning and communications focused on young people is required.</p> <p>Experience in supporting the development and implementation of youth engagement strategies, with specific, measurable and timebound objectives and performance indicators.</p> <p>Demonstrated experience in supporting and/or managing projects to completion, including developing and implementing clear processes.</p> <p>Demonstrated experience in designing content for youth audiences and/or community moderation of youth focused platforms.</p> <p>Experience in supporting the effective functioning of a team.</p> <p>Knowledge of children's rights, public policy, international development and humanitarian issues.</p> <p>Knowledge of child safeguarding and ethics of working with children and youth.</p> <p>Experience working for an advocacy or campaigning organization e.g. national or international NGO, UN or other multilateral organization is an asset.</p> <p>Experience in supporting training and facilitation is an asset.</p> <p>Experience working in a developing and emergency environment is an asset.</p>
Language Requirements:	<p>Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.</p>