

**UNITED NATIONS CHILDREN'S FUND**  
**JPO Request Form**  
**Education Officer (Partnerships) - a headquarter position based in New York**



© UNICEF/UNI502683/Elfatih

Sudan's ongoing conflict has created the largest child displacement crisis in the world. UNICEF is ensuring the continuity of learning of children in Sudan through implementing innovative programmes such as Makanna 'our space' approach, which are safe places where children can learn, play, and heal.

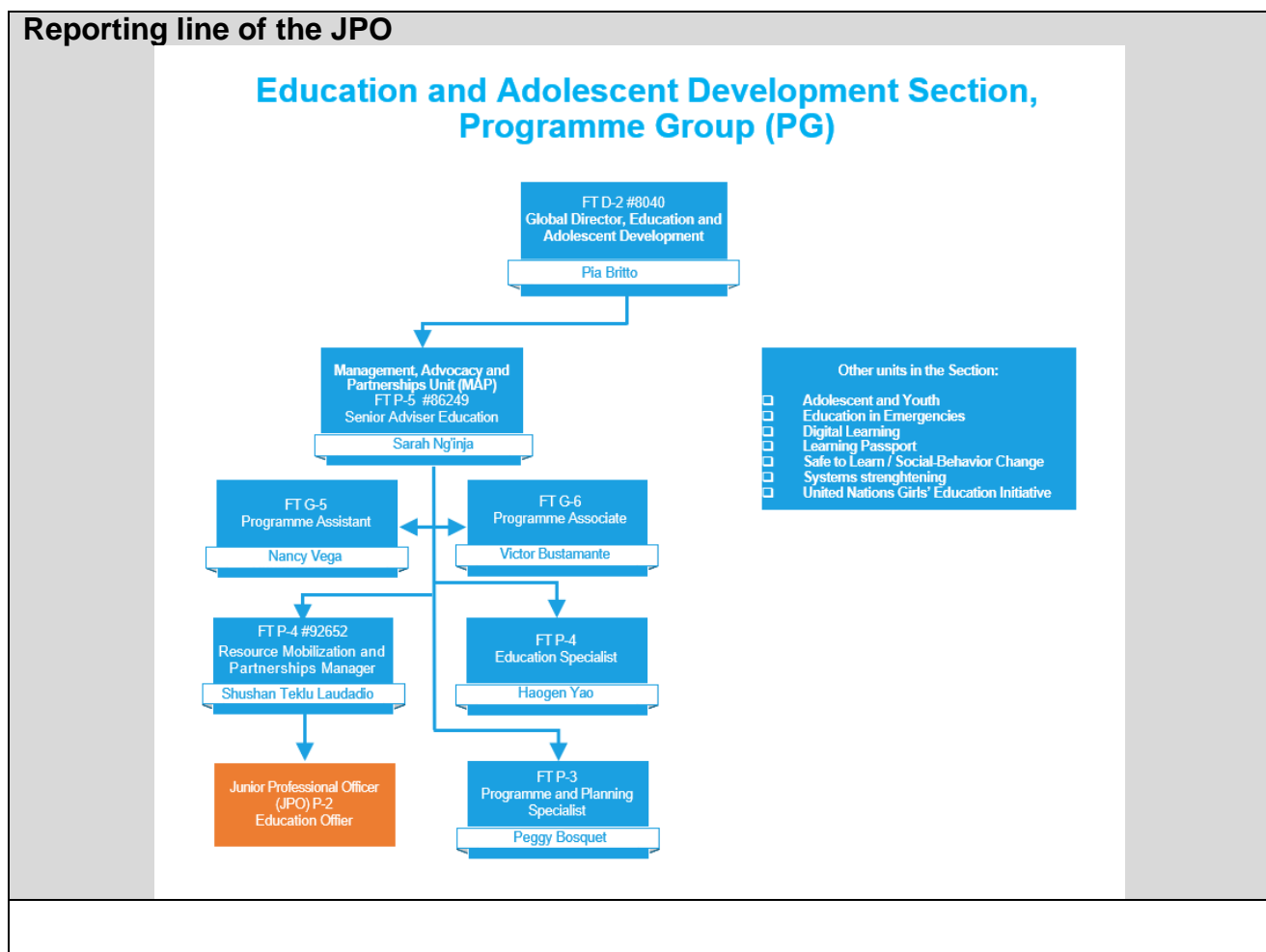
#### **Training and Learning Plan**

- ✓ 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:

- ✓ Working on real-world education projects across core areas including partnerships, planning and education results reporting;
- ✓ On-the-job training through working closely with education experts across a number of programme portfolios;
- ✓ Exposure to global affairs/discussions related to education through involvement in high-level engagements with a wide range of partners (public and private sector, civil society, UN system);
- ✓ The JPO will be invited to participate in trainings and learning opportunities offered by the receiving office (Education and Adolescent Development section) and the wider Programme Group;
- ✓ The JPO will report to the Resource Mobilization and Partnerships Manager (P4) with solid managerial experience and young talent development.

Information and living condition of Duty station: [For Filed Office locations only]	
General Information	UNICEF Headquarters (along with other United Nations agencies) is in Manhattan which is in the core of New York City.
Security	The Security Level in New York is classified as Moderate (Level 3) as per the UN security management system in the U.S.A.
Housing	Different types of short- and long-term accommodation are available in New York: standalone houses, shared houses, apartments, etc. These could be furnished or unfurnished. Advertisements of rental houses can be found on multiple web pages (such as Airbnb for short-term housing).
Schools & Childcare	International staff's children attend international or public schools with an academic system that is widely recognized abroad. International schools often include kindergarten and pre-school classes (sometimes even a nursery) for younger kids. It is advisable to ask your colleagues which schools your compatriots prefer for their kids.
Work for spouses & partners	Working in the U.S. requires employment authorization.



\*\*\*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:** Education Officer (Partnerships)  
**Supervisor Title/ Level:** Resource Mobilization and Partnerships Manager (P4)  
**Organizational Unit:** Education and Adolescent Development Section in UNICEF Programme Group  
**Post Location:** New York Headquarters

**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:** In support of UNICEF's Strategic Plan, the Education and Adolescent Development Section in UNICEF Programme Group works to advance access, participation and learning outcomes for marginalised children through policy and thought leadership and support to countries for excellence in programming. Improving learning is an overarching UNICEF programme priority, particularly in light of UNICEF's current Education Strategy, which seeks to accelerate progress towards addressing the learning crisis and towards the 2030 Agenda for Sustainable Development. With its potential to advance all Sustainable Development Goals (SDGs), education, from early years to skills, is currently high on the global agenda. The current momentum and political commitment however have not yet translated into proportional investment at the national, regional or global level. Following the Transforming Education Summit in 2022 and subsequent high-level events and engagements among partners from the public and private sectors, civil society as well as the UN system, there is an opportunity for UNICEF to sustain the momentum and act as enabler of such transformation.

**Purpose for the job:** The JPO will support the Management, Advocacy and Partnerships (MAP) Unit in the Education and Adolescent Development section in UNICEF Programme Group in identifying and designing innovative partnership approaches with the goal of securing new financial resource as well as expanding influence and collaboration with diverse public and private sector partners to take learning solutions to scale. The Junior Professional Officer (JPO) will work under the direct supervision of the Resource Mobilization and Partnerships Manager and in close collaboration with other members of the MAP Unit, as well as numerous

other colleagues across the Education and Adolescent Development section, including the Director, and experts across UNICEF – at the headquarters, regional, and country level.

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

#### **Partnership Development**

- Identify partnership entry points by gathering and analyzing financial and political donor intelligence and mapping to guide resource mobilization and partnership priorities.
- Contribute to the development and implementation of resource mobilization strategies for UNICEF's Education and Adolescent Development section focusing on quality and flexible funding.
- Create high-quality resource mobilization assets for priority education portfolios and ensure they are easily accessible to UNICEF HQ and education teams in Country and Regional Offices for their use with partners.
- Support with organizing donor briefings and meetings for current and prospective education resource partners.

#### **Strategic Analysis and Knowledge Management**

- Track and analyze emerging education financing trends and directions through mapping exercises and documentation.
- Package this information for dissemination to relevant education staff in HQ and in the field.
- Contribute to donor pipeline management through efficient and effective tracking of potential partnerships opportunities and monitoring of follow-up actions.

#### **Results Reporting**

- Contribute to the reporting of UNICEF's education results through education performance indicators monitoring, by coordinating cross-team contributions and providing substantive inputs for the elaboration of flagship reports.
- Promote the use of results reporting to enhance resource mobilization and donor engagement, supporting broader advocacy, visibility, partnerships, and resource mobilization initiatives.
- Provide guidance to headquarters, regional and country office colleagues on quality donor reporting to showcase impact of education results.

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

Overall results will focus on:

- Strengthened partnerships by exploring all possible sources of new and existing funding channels and cross-sectoral cooperation opportunities in support of UNICEF's education and adolescent development programme.
- Enhanced resource mobilization and partnerships capacity within the Education and Adolescent Development Section resulting in increased funding opportunities.
- Accurate, consistent and timely information to education partners will strengthen UNICEF's credibility and thought leadership resources for the programme.
- Ensure evidence-informed partnership engagement and resource mobilization strategy for quality and flexible education funding.
- Forge diverse partnerships for income as well as to influence government policies, investments and practices.

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> </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>• Drive 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>• Persuading and influencing (1)</li> <li>• Applying technical expertise (1)</li> <li>• Learning and researching (2)</li> <li>• Planning and organizing (2)</li> </ul>

VI. Recruitment Qualifications	
Education:	A university degree in one of the following fields is required: <i>Social Sciences, Public Policy, International Relations, Political Science, or another relevant technical field.</i>
Experience:	<p>A minimum of two years of professional experience in one or more of the following areas is required</p> <p><i>Research, analyzing and synthesizing information, producing accessible outputs to inform decision making.</i></p> <p><i>Experience in partnership building, resource mobilization, external relations or other relevant area is an asset.</i></p> <p><i>Relevant experience in a UN system agency or organization is considered as an asset.</i></p>
Language Requirements:	<i>Fluency in English is required. Knowledge of another official UN language or local language of the duty station is considered as an asset.</i>