



UNITED NATIONS CHILDREN'S FUND JPO Request Form

[Please replace the above photo with a picture depicting the programme area or a picture of your office resize picture to pixel size 642X428]

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:

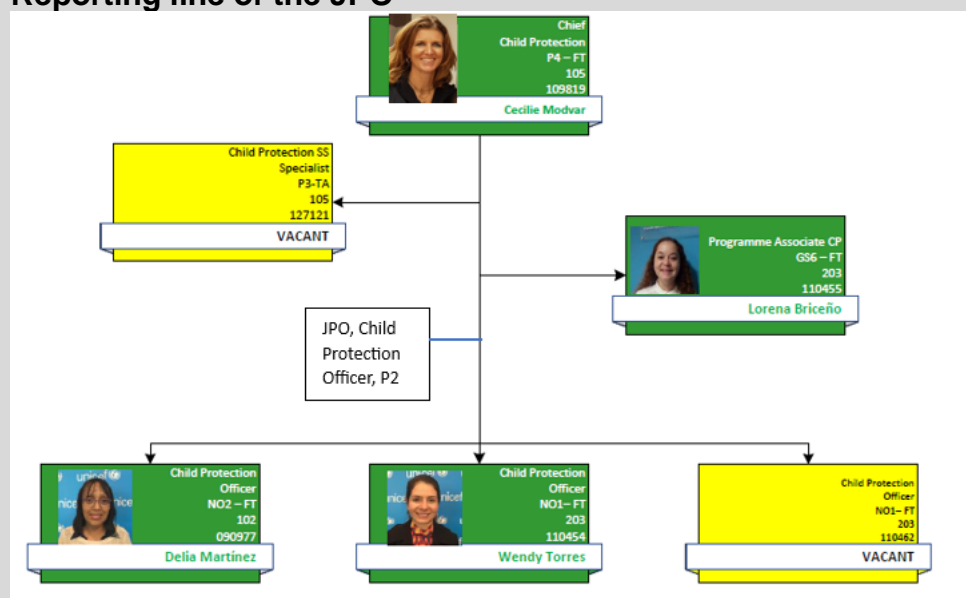
- ✓ The current structure includes a P3 Child Protection Specialist (temporary position), which is currently vacant, and, could potentially be advertised, conditioned by the availability of funding.
- ✓ The supervisor of this position currently supervises other young professionals and UNVs. To foster growth and career development, young professionals in the section are systematically offered opportunities to deliver at a higher professional level and in different fields of the program (results-based monitoring, donor relations, humanitarian-development nexus programming). Rigorous performance evaluation allows consistent documentation of growth and development, enabling staff to position themselves for higher level positions.

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

General Information	The position will be based at UNICEF's Venezuela Country Office in Caracas. Travel to project areas may be involved. Caracas is classified by the United Nations as Family duty station and living conditions are good, with good access to transportation, basic services and communications as well as cultural activities and experiences. Cultural and social awareness is advised as the UNICEF team is comprised of people from many nationalities. The UN Volunteer can expect a peaceful lifestyle.
Security	The selected candidate for the position will receive safety guidance from the security team once they begin their activities. Awareness and common safety measures are advised in some areas of the country.

Housing	Housing is available in all areas of the country to rent.
Schools & Childcare	<i>There are many schooling options for primary and secondary school.</i>
Work for spouses & partners	Please share information available opportunities for Work for spouses and partners.

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: Child Protection Officer Supervisor Title/ Level: Chief Child Protection, P4 Organizational Unit: Child Protection Post Location: Caracas, Venezuela	Job Level: P2 Job Profile No.: Job Classification Level:
II. Strategic Office Context and purpose for the job	
<p><u>Strategic office context:</u> [Office Context and JPOs Contribution to the Organization]</p> <p>Venezuela's socio-economic and political environment has deteriorated since 2019 with hyperinflation, under-investment in infrastructure maintenance and human capital, a sharp reduction of access to-and quality of-social services, and massive emigration including of critical skilled labor. Vulnerable populations such as children, pregnant women, the elderly, indigenous people, and low-income households have been disproportionately affected. Basic cost of living remains out of reach for 94 per cent of the population. Vaccine-preventable diseases including measles and diphtheria have re-emerged, and yellow fever and malaria are on the rise. The rapid deterioration of a protective environment is exposing children to family separation, gender-based violence (GBV) including trafficking, abuse and sexual exploitation, particularly impacting women and girls, and the worst forms of child labor.</p> <p><u>Purpose for the job:</u></p> <p>In line with UNICEF Strategic Plan Goal Area 3 and UNICEF Global Child Protection Strategy 2021-2030 and national legislation, UNICEF works with the Government of Venezuela and a range of partners, including UN agencies, NGOs and community networks to prevent and respond to violence, abuse and exploitation, while ensuring access to child friendly justice mechanisms.</p> <p>Moreover, as per UNICEF Venezuela Country Program (CPD), UNICEF's child protection program in Venezuela puts forward a nexus approach which promotes coordination and synergies between formal mechanisms (case management) and programs implemented by non-governmental organizations. With focus on the most vulnerable groups of children, the program pivots essentially around the following pillars: prevention and response to violence, abuse and exploitation, access to justice and birth registration. Through a comprehensive strategy which entails synergies with other program areas (health, education, social policy), the program keeps a specific focus children in the context of mobility, exploitation, trafficking and recruitment of children by armed groups.</p> <p><u>Purpose of the position</u></p> <p>The Child Protection Officer (JPO) reports to the Chief of Child Protection for supervision. The Officer ensures technical and operational assistance throughout the programming process, providing support to enhance results-based programme implementation and monitoring of results for children. The JPO will be responsible for the following key functions/accountabilities according to the programming cycle:</p> <ul style="list-style-type: none"> - Support development, planning, management, monitoring and reporting - Technical and operational support to program implementation - Resource mobilization and reporting 	
III. Key functions, accountabilities and related duties/tasks:	
<p>Summary of key functions/accountabilities: Support to program development and planning</p> <ul style="list-style-type: none"> • Contribute to the development/establishment of program goals, objectives and strategies and results-based planning through research, collection, analysis and reporting of child protection and other related information for development planning and priority and goal setting. 	

- Provide technical and operational support throughout all stages of programming processes by executing/administering a variety of technical, program, operational and administrative transactions, preparing related materials/documentations and complying with organizational processes and management systems, to support program planning, results based planning (RBM) and monitoring and evaluating results.
- Prepare required program documentations/materials/data to facilitate the program review and approval process.

Program management, monitoring and delivery of results.

- Work closely and collaboratively with internal colleagues, external counterparts, and partners to discuss operational and implementation issues, provide solutions, recommendations and/or alert appropriate officials and stakeholders for higher-level intervention and/or decision. Keep record of reports and assessments for easy reference and/or to capture and institutionalize lessons learned.
- Participate in monitoring and evaluation exercises, program reviews and annual reviews with government and other counterparts to assess programs/projects and to report on required action/interventions at the higher level of program management.
- Monitor and report on the use of program resources (financial, administrative and other assets), verify compliance with approved allocation/goals, organizational rules, regulations/procedures and donor commitments, standards of accountability and integrity.
- Prepare regular/mandated sectoral program/project reports for management, donors and partners to keep them informed of program progress.

Technical and operational support to program implementation

- Conduct regular program field visits and/or exchange information with partners/stakeholders to assess progress and provide technical support, take appropriate action to resolve issues and/or refer to relevant officials for resolution. Report on critical issues, bottlenecks and potential problems for timely action to achieve results.
- Provide training and technical & operational support to government counterparts, NGO partners, UN system partners and other country office partners/donors on the application and understanding of UNICEF policies, strategies, processes and best practices on child protection and related issues to support program implementation, operations and delivery of results.

Networking, resource mobilization and reporting

- Build and sustain effective close working partnerships with government counterparts and national stakeholders through active sharing of information and knowledge to facilitate program implementation and build capacity of stakeholders to achieve and sustain results on child protection.
- Ensure timely and accurate preparation of donor reports.
- Support the section to prepare and consolidate their contribution to the country office annual report.
- In coordination with Section Chief, develop and prepare fundraising/donor proposals in line with the Country Office fundraising strategy. This includes coordination with programme colleagues, gathering, compiling and consolidating information as well as writing/editing proposals and preparing proposals for management review/clearance as per country office standard operating procedures.
- Write, produce and edit human interest stories for dissemination including for donor reporting requirements as well as social media

IV. Impact of Results

While the JPO will ensure technical and operational assistance throughout the programming process, the candidate will provide special support to programming directed at children in the context of mobility, trafficking of children and recruitment of children by armed groups. Furthermore the candidate will ensure technical support to mainstreaming of strategies outlined in the [INSPIRE strategies for ending violence against children](#) in Venezuela; support strengthening and documentation of the violence against children reporting, referral and case management system, including through innovative platforms; and provide technical support to training and capacity building of key stakeholders (social welfare, justice, interior, health, education) in prevention and response to violence (national and sub-national levels).

V. Competencies and level of proficiency required

(Please base on UNICEF Competency Framework)

<u>Core Values attributes</u>	<u>Functional Competencies</u>
<ul style="list-style-type: none"> Care Respect Integrity Trust Accountability 	<ul style="list-style-type: none"> Persuading and influencing (1) Applying technical expertise (1) Learning and researching (2) Planning and organizing (2)
<u>Core competencies skills</u>	
<ul style="list-style-type: none"> Nurtures, Leads and Manages People (1) Demonstrates Self Awareness and Ethical Awareness (2) Works Collaboratively with others (2) Builds and Maintains Partnerships (2) Innovates and Embraces Change (2) Thinks and Acts Strategically (2) Drives to achieve impactful results (2) Manages ambiguity and complexity (2) 	

VI. Recruitment Qualifications

Education:	A university degree in one of the following fields is required: Social Sciences, International Relations, International Development, Communication or a related
Experience:	<i>A minimum of two years of professional experience in child protection or a related field is required Relevant experience in a UN system agency or organization is considered as an asset.</i>
Language Requirements:	<i>Fluency in English and Spanish is required. Knowledge of another official UN language is considered as an asset.</i>