



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
- ✓ The professional UNICEF experience a JPO receives on the job is a strong pre-cursor for many to transition into other talent pipelines within UNICEF's global network. Many JPOs transition into staff roles or take on consulting opportunities after their JPO experience, demonstrating strong retention rates and long-term impact of the JPO experience. By investing in this role, incumbents are exposed to the various elements of UNICEF's mandate, scope and experience within the WASH sector, as well as learn on-the-job of UNICEF's work first-hand making them an attractive candidates in future recruitments. The first-hand experience also enables JPOs to leverage the numerous career pathways available to them to secure further opportunities within UNICEF after as well.
- ✓ The supervisor of the JPO brings proven expertise in mentoring early-career professionals, fostering their growth through tailored development plans through their years of senior leadership and their ability to provide constructive feedback, and inclusive collaboration. Their track record shows young professionals under their guidance consistently advancing further, ensuring high-quality supervision and maximizing the potential of donor investments.

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

- ✓ The JPO will have the opportunity to benefit from and engage in trainings conducted within programmes the JPO will be assigned to. This is in addition to the cross-sectoral training activities offered by the Jordan Country Office (JCO) on various topics identified by the Learning and Development Committee based on needs. The JPO will take part in regional education-related activities organized by the Regional Office and will have the opportunity to contribute in areas the JPO

is working on. The JPO will provide technical support, as needed, in a number of programmes the section is leading on with the Government of Jordan, as well as with implementing partners.

- ✓ The JPO will also collaborate with colleagues within the section and across the Jordan Country Office and will be provided with the needed support and training that would enable him/her to perform and deploy his/her skills in areas that match his/her expertise and professional experience.
- ✓ JPOs will also report to and be guided by senior leaders at UNICEF Jordan with considerable international and technical experience and committed to the career advancement and coaching of JPOs at UNICEF

Information and living condition of Duty station: [For Field Office locations only]	
General Information	<p>The Hashemite Kingdom of Jordan is strategically located in the Middle East covering a diversity of landscapes. The weather in Jordan is generally pleasant. There are four seasons in the year with summer being dry, with temperatures regularly reaching 35 degrees centigrade. The winter is colder with temperatures often dropping to freezing point. Spring and Fall/Autumn are pleasant times of the year. Amman is hot and sunny from May to October with cool, pleasant evenings, whereas winters are cool with occasional short snowfalls.</p> <p>Amman is home to UNICEF's Jordan Country Office as well as UNICEF's Regional Office for the Middle East and North Africa.</p>
Security	<p>Jordan is a relatively stable country. The potential for internal or external armed conflict is considered unlikely in the current political environment. Peaceful demonstrations, and sometimes road blockages, do occur in Jordan motivated by domestic factors such as unemployment, deprivation of resources and development, or for regional issues such as solidarity with the Palestinian cause or with the Syrian crisis. In all situations law enforcement agencies usually manage to contain the situation. Road traffic accidents are the primary threat against UN personnel in Jordan. Poor road conditions and bad driving behaviour are the main reasons for the high rate for traffic accidents. Amman is a category A duty station (highest rating for the UN) with security level 1.</p>
Housing	<p>Different types of long-term accommodation are available in Amman, standalone houses, houses in gated compounds, and apartments. These could be furnished and/or fully serviced, or unfurnished.</p>
Schools & Childcare	<p>Most 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 (also a nursery).</p>
Work for spouses & partners	<p>Work opportunities for spouses/partners are available but limited. If hired by any organization, the spouse/partner would also need a work permit that must be applied for through the same hiring organization.</p>



UNITED NATIONS CHILDREN'S FUND GENERIC JOB PROFILE

I. Post Information

Job Title: **WASH Officer**
Supervisor Title/ Level: **Chief of WASH P4**
Organizational Unit: **Programme**
Post Location: **Amman, Jordan Country Office**

Job Level: **Level 2**
Job Profile No.:
CCOG Code: **1B06e**
Functional Code: **WSH**
Job Classification Level: **Level 2**

II. Strategic Office Context and purpose for the job

Strategic Office Context

UNICEF Jordan WASH programme has progressively evolved into one that continues covering the life-saving WASH needs for populations in refugee camps and most vulnerable settlements, while increasing its support to Government and WASH partners for prioritization of needs of vulnerable populations through the development of institutional capacities, integrating the humanitarian development nexus, with a strong component on climate action and resilience building.

Leveraging on the work from previous years, UNICEF Jordan is supporting Government of Jordan for the strengthening of technical capacities and national systems for designing, planning and implementing its WASH and resilience building, adaptation and mitigation interventions, including a strategic technical support to Government and partners on this technical area.

UNICEF Jordan has partnerships with key primary government entities within the WASH and climate sectors - Ministry of Water and Irrigation, Water Authority of Jordan, Ministry of Environment, Water Utilities / Service Providers - as well as other sectors where the provision of WASH services is critical – Ministry of Education and Ministry of Health -, with whom ongoing interventions are ongoing for the institutionalization of WASH and climate resilient frameworks. UNICEF Jordan co-chairs the WASH Technical Working Group under the overall coordination of the response to the Syrian refugee crisis and as such provides support to Government of Jordan and partners for the planning and implementation of interventions in response to the Jordan Response Plan. Moreover, UNICEF participates and contributes in the overall coordination among Donors for the Water sector in Jordan.

UNICEF Jordan also has priorities in the areas of gender, climate change, disability and social and behavioral change, which are key components within the WASH programme.

Purpose for the job:

Under the supervision of the Chief of WASH, the WASH Officer will be supporting the strengthening of national capacities within Government partners and sector stakeholders for planning and implementation WASH and climate related frameworks.

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

Summary of key functions/accountabilities:

- **Programme development and planning**
- **Programme management, monitoring and delivery of results**
- **Technical and operational support for programme implementation**
- **Humanitarian WASH preparedness and response**
- **Networking and partnership building**
- **Innovation, knowledge management and capacity building**

1. Programme development and planning

- Support the analysis of WASH situation in the country to inform the development of WASH-related outcome and output results, as well as analysis of trends in WASH, for use in programme development, management, monitoring, and evaluation.
- Prepare technical reports and inputs for programme preparation and documentation, ensuring accuracy, timeliness and relevance of information.
- Contribute to the development/establishment of WASH-related outcome and output results, as well as related strategies, through analysis of WASH sector needs and priorities.
- Provide technical and administrative support throughout all stages of programming processes, as required, to support progress towards the WASH-related outcome and/or output results in the country programme.

2. Programme management, monitoring and delivery of results

- Work collaboratively with colleagues and partners to collect/analyze/share information on implementation issues, provide solutions on routine programme implementation and alert appropriate officials and stakeholders for higher-level interventions and/or decisions. Keep records of reports and assessments for easy reference and/or to capture and institutionalize lessons learned.
- Participate in monitoring and evaluation exercises, programme reviews and annual sectoral reviews with government and other counterparts and prepare reports on results for required action/interventions at the higher level of programme management.
- Monitor and report on the use of sectoral programme resources (financial, administrative and other assets), verify compliance with approved allocations, organizational rules, regulations/procedures and donor commitments, standards of accountability and integrity. Report on issues identified to enable timely resolution by management/stakeholders.

3. Technical and operational support for programme implementation

- Support the identification of areas for UNICEF's support for institutional and systems' strengthening to Government for improved sustainable access to resilient WASH service.
- Contribute to the implementation of activities on systems' strengthening towards climate resilient WASH services, including development of technical notes and other documentation related to UNICEF's activities for institutional support and climate resilience.
- Support the integration of climate resilience/mitigation and adaptation into UNICEF WASH field implementation activities, including contribution towards field monitoring, donor and partnership reports related to WASH institutional support and climate.
- Support the monitoring of activities and outputs for institutional support and systems' strengthening, including field visits and surveys, collect and share reports with partners/stakeholders. Report critical issues, bottlenecks and potential problems to supervisor, for timely action.
- Provide technical and 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 in WASH, to support programme implementation.

4. Humanitarian WASH preparedness and response

- Support the planning, implementation and monitoring of UNICEF preparedness and response interventions for WASH in Humanitarian / Emergency response as needed, including support for management of supplies, services, long-term agreements and partnership agreements to ensure UNICEF is prepared to deliver on its commitments for WASH in case of an emergency.
- Take up support roles in an emergency response and early recovery, as and when the need arises.

5. Networking and partnership building

- Build and sustain close working partnerships with government counterparts and national stakeholders through active sharing of information and knowledge to facilitate programme implementation and build capacity of stakeholders to achieve WASH output results.
- Draft communication and information materials using professional communication tools for WASH programme advocacy to promote awareness, establish partnership/alliances and support fund-raising for WASH and contribute to briefs, concept notes and proposals to be used by partnerships, communication and fund-raising departments.

6. Innovation, knowledge management and capacity building

- Assist in the development, implementation, monitoring and documentation of WASH action research and innovation (technical or systems).
- Support the development of advocacy and communication materials and activities related to institutional capacities for WASH, Climate Change and Environment, as part of the support to overall WASH sector development.
- Assist in creating and delivering learning opportunities for UNICEF WASH staff, to ensure our sector capacity remains up-to-date with latest developments.
- Support the identification to evidence and information gaps with a focus on climate resilience, adaptation to climate change.
- Support the design and rollout of advocacy and communication initiatives, activities and materials related to reinforcement of institutional capacities for WASH, Climate Change and Environment, including advocacy to Government, donors and other relevant stakeholders to support the development of national capacities for improved prioritization of Climate and resilient WASH interventions, in line with UNICEF Jordan WASH and climate advocacy priorities.

IV. Impact of Results

The support provided by the WASH officer (JPO) will enable the country office to achieve the results for institutional and systems strengthening support related outputs within the UNICEF Jordan WASH programme, and its contribution towards integration of climate resilience, adaptation to climate change. This, in turn, will contribute to the achievement of the WASH and climate outcome results of the JCO Country Programme Document. When done effectively, the achievement of the outcome results will allow UNICEF to contribute to the improvement in WASH and climate resilience, with a focus on the most vulnerable populations within Jordan, improving environmental sustainability, child survival, growth and development, and reduce inequalities in the country.

V. Competencies and level of proficiency required

<p><u>Core Values attributes.</u></p> <ul style="list-style-type: none"> • Care • Respect • Integrity • Trust • Accountability • Sustainability <p><u>Core competencies</u></p> <ul style="list-style-type: none"> • 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) • Drives to achieve impactful results (1) • Manages ambiguity and complexity (1) 	<p><u>Functional Competencies</u></p> <ul style="list-style-type: none"> • Persuading and influencing (1) • Applying technical expertise (1) • Learning and researching (2) • Planning and organizing (2)
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VI. Recruitment Qualifications	
Education:	<p>A University degree (bachelor's) in one of the following fields relevant to the following areas is required:</p> <ul style="list-style-type: none"> - Civil / Sanitary Engineering, - Hydrology, - Climate Change, or other relevant technical field
Experience:	<p>A minimum of 2 years' experience in WASH, climate resilience and adaptation / mitigation / DRR/ programme management or other related areas is required.</p> <p>Experience working in a low- or middle-income country, including experience in support to Government institutions is desired.</p> <p>Experience in project implementation, monitoring and reporting is desired.</p> <p>Relevant experience in a UN system agency or organization is considered as an asset.</p> <p>Background/familiarity with WASH and Climate related development frameworks is highly desired.</p> <p>Experiences in conceptualizing, developing, planning and managing programmes is an asset.</p>
Language Requirements:	<p>Fluency in English is required. Knowledge of another official UN language or local language of the duty station, Arabic, is considered as an asset.</p>