



**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 assignments 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:

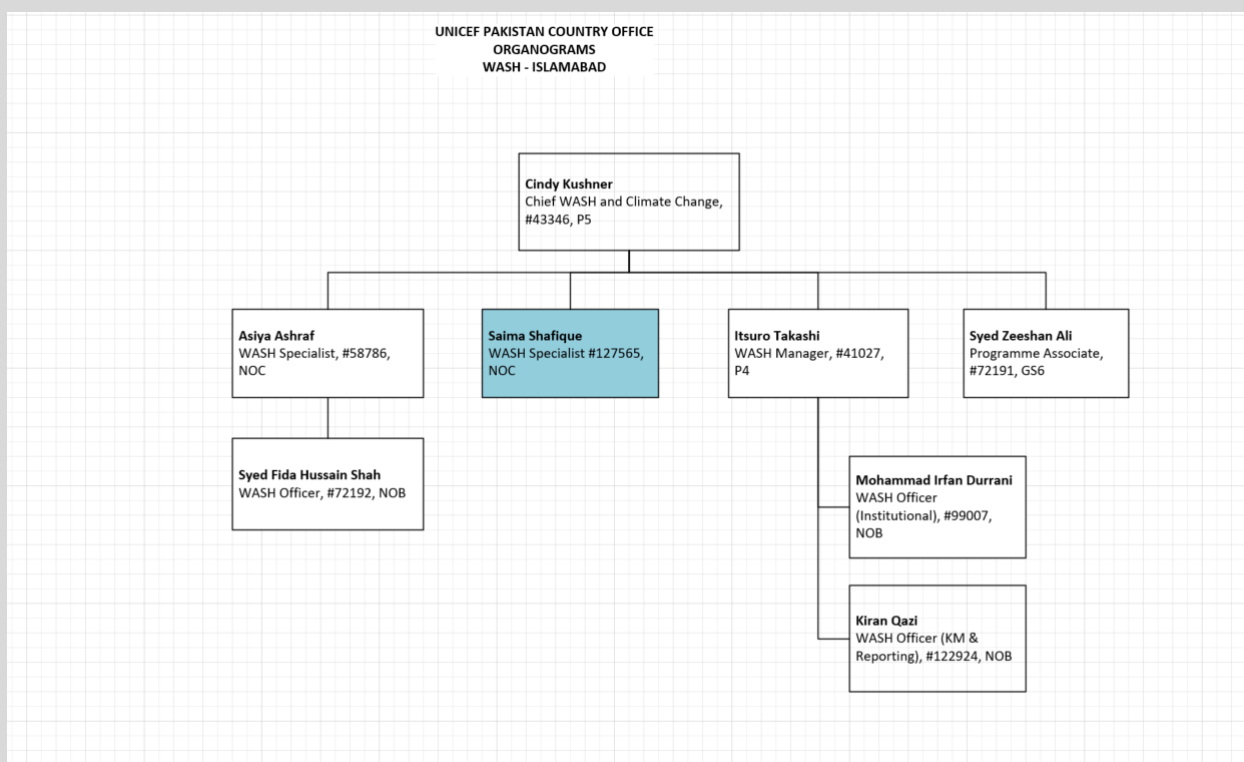
- ✓ The JPO will benefit from UNICEF Pakistan's mandatory and comprehensive orientation/onboarding programme for new staff, which will be specifically tailored for the JPO. In recent years, the Pakistan country office has offered a multi-day online induction for new staff that the JPO will be signed up for when arranged/available. The JPO will also participate in several annual office-wide capacity-building initiatives.
- ✓ The JPO will benefit from close on-the-job support/ training by both the immediate supervisor and the wider WASH team at the Pakistan Country Office. It is also expected that the JPO will be asked to participate locally/regionally in technical training related to his/her area of work.
- ✓ The JPO can benefit from the vast UNICEF Agora training platform which provides a range of online training resources across key disciplines within the organization and is aligned to leading global learning institutions.
- ✓ The supervisor has 20 years of extensive experience extensively managing young professionals, building their capabilities, and supporting them in evolving their career profiles. During this tenure I have not only groomed them in understanding how the development programming works for the longer term impact and how different projects and activities contribute to that overall impact. The supervisor has been responding to the typical queries of the young professionals to increase their professional understanding and resilience. Based on the extensive leadership, mentorship and coaching skills, the supervisor will be in the best position to professionally develop the young professional.
- ✓ UNICEF Pakistan is one of the top 5 biggest UNICEF programmes worldwide. The experience working in this context equips you with the skills, experience and agility to work in any other big UNICEF Programme. Gaining enhanced importance in UNICEF programs globally, hence the increased opportunity of obtaining a regular post after 2 years of service.

Information and living condition of Duty station: [For Filed Office locations only]	
General Information	<p>In 1960, Islamabad replaced Karachi as the capital city of Pakistan. Today, Islamabad Capital Territory has approximately 2 million inhabitants (as per the 2017 Census), making Islamabad the 9th largest city in the country. Islamabad is a modern, well-planned, and well-maintained city divided into several different sectors and zones.</p> <p>Pakistan is a multi-ethnic and multi-cultural society. It continues to have high regard for traditional family values, although urban families have grown into a nuclear family system due to the socio-economic transitions.</p> <p>Pakistan is the sixth-most populous country in South Asia, with over 212,742,000 people. It is the 36th largest country in the world in terms of area, covering 881,913 km<sup>2</sup> (340,509 sq. mi). Pakistan has a 1,046-kilometer (650 mi) coastline along the Arabian Sea and the Gulf of Oman in the south and is bordered by India to the east, Afghanistan to the west, Iran to the southwest, and China in the far northeast. It is separated from Tajikistan by Afghanistan's narrow Wakhan Corridor in the north and shares a maritime border with Oman.</p>
Security	<p>UNICEF Pakistan's Country Office (PCO) is in the capital of Pakistan "Islamabad" and is situated in the "Diplomatic Enclave, G-5". The security level of Islamabad/Rawalpindi is classified as Low (Level 2). Islamabad is a family duty station, and you may bring your</p>

	<p>children to Islamabad. There are four (04) UNICEF field offices in Pakistan.</p> <p>Pakistan's security environment remains fluid, sometimes changing with little or no notice. There are greater security resources and infrastructure in the major cities, particularly Islamabad, and security forces in these areas may be more readily able to respond to an emergency compared to other areas of the country. While threats still exist, terrorist attacks occur less frequently in major urban areas than in other parts of Pakistan.</p>
Housing	<p>There are two initial choices of where to live in Islamabad – inside of the diplomatic enclave (where the office is located) or outside.</p> <p>The decision to live in the enclave or outside it should include factors such as proximity to the office, proximity to your children's school and whether you will have your own car, as well as personal preferences for being within easy walking or taxi reach of the amenities of each residential zone. Taxis are not permitted to enter the enclave.</p> <p>Inside of Diplomatic Enclave:</p> <p>Within the diplomatic enclave, you have options in the Karakoram apartment building, Unique Apartments, Mediterranean Building and others. The apartments within the enclave are fully furnished. In the enclave, there are some shops including a small supermarket, a few restaurants, a protestant church and banks. Access to the enclave is restricted and you will need a car to move around within and outside of the enclave.</p> <p>Outside of Diplomatic Enclave:</p> <p>Outside the enclave, private houses and apartments are available for rental and they can be fully furnished or not furnished. Most international staff live in zones F6, F7, F8 or E7, all being attractive areas with lush trees and easy access to the markets. There are centralized shopping areas in each zone restaurants, grocery, and services.</p> <p>Security inspection is needed for the rental apartments/ houses outside of the enclave. Please inquire with the Security Officer if you are considering living outside of the enclave. Rent is usually negotiable. The real estate agent should help you in the negotiation. The real estate agent usually charges a commission of 50% of one month's rental.</p>
Schools & Childcare	<p>Islamabad is a family duty station, and you may bring your children to Islamabad.</p> <p>International School of Islamabad (the American School) and Sheikh Zayed International Academy are highly recommended for international students. These two schools are established with world-class facilities and educational concepts and have been offering quality I.B. curriculum that connects with most of the international schools worldwide. International School of Islamabad (the American School) features North- American culture and life on campus and guides students with developmentally appropriate explorations inside and outside of class. Sheikh Zayed International Academy, more influenced by its roots in UAE, offers a mid-eastern ambiance and cultural bond, together with an individualized learning and exploration journey for each student. Both schools have a majority of international students and embrace diversity in every detail.</p> <p>The other 3 schools, City School, Roots International School, and Preparatory School feature quality education following O-level and A-level curriculum. These schools are great for students who have a strong interest and willingness to be immersed in the Pakistani language and culture. It is observed that some international students, with similar cultural backgrounds from the neighboring countries, attended the schools and fit in well within the</p>

	local culture. These can also be a transitional option for daycare and pre-school education, if desired.
Work for spouses & partners	Work for spouses and partners is supported.

## Reporting line of the JPO



## UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

### I. Post Information

Job Title: JPO – Programme Officer (Climate Change & Environment)  
Supervisor Title/ Level: WASH/Climate Specialist (NOC)

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

Organizational Unit: WASH, Climate, Environment and DRR Section/Programme Post Location: Islamabad, Pakistan	
<b>II. Strategic Office Context and purpose for the job</b>	
<p><b><u>Strategic office context:</u></b></p> <p>UNICEF Pakistan is increasing its efforts to mainstream climate change and environmental protection and sustainability into its program. The WASH, Climate, Environment and DRR Section at UNICEF is seeking donor support for the funding of a JPO position for 2025--2027 that will provide critical support for the accelerated implementation of the Climate Change and Environment strategies and initiatives.</p> <p>The JPO will support UNICEF Pakistan to ensure technical excellence and enable climate and environment considerations to be addressed in programming strategies, improving sustainability and lowering the footprint of the Office operations, and building partnerships with and exchanging knowledge with external partners, especially other UN agencies. The JPO will work to strengthen capacity of UNICEF Pakistan staff in its Country Office in Islamabad and field staff in the four Provinces (Punjab, Sindh, Baluchistan, Khyber Pakhtunkhwa) as well as provincial government officials and other partners.</p> <p>Overall, the funding of this position will provide much-needed support for the organization's strengthened commitment to program for climate change adaptation and mitigation as well as environmental sustainability – with a special focus on gender equality and inclusion of persons with disabilities</p> <p><b><u>Purpose for the job:</u></b></p> <p>Under the supervision and technical guidance of the WASH/Climate Specialist, and in close cooperation with all programmatic sections and Field Offices, the Programme Officer (Climate Change &amp; Environment) will provide technical support to different programme components on climate change and environment, as it relates to mainstreaming, policy work and project management.</p> <p><b>Summary of key functions/accountabilities:</b></p> <ol style="list-style-type: none"> <li>1. Provide technical support to strengthen mainstreaming of climate, energy and environment in core programmatic areas, and in line with relevant pillars and strategic programmatic areas from UNICEF's global climate strategy and Sustainability and Climate Action Plan (SCAP) as well as from UNICEF Pakistan's strategies (especially climate mitigation &amp; adaptation and climate financing).</li> <li>2. Project management and support to implementing partners including monitoring and evaluation as well as resource mobilization/fundraising.</li> <li>3. Participate in national policy discourse on climate change and environment in order to have the rights of children addressed, especially in relation to the implementation of the Nationally Determined Contributions (NDC).</li> <li>4. Support cross-sectional and cross-office coordination on climate change and environment and implementation of the workstreams of the Climate Change and Environment Unit in the WASH &amp; CED Section.</li> </ol>	
<b>III. Key functions, accountabilities and related duties/tasks:</b>	
<ol style="list-style-type: none"> <li>1. Provide technical support to strengthen mainstreaming of climate, energy and environment in core</li> </ol>	

programmatic areas, and in line with relevant pillars and strategic programmatic areas from UNICEF's global climate strategy and Sustainability and Climate Action Plan (SCAP) as well as from UNICEF Pakistan's strategies (especially climate mitigation & adaptation and climate financing).

- Contribute to the development of programming strategies to integrate climate change and environmental considerations for all technical programming sections
  - Review Annual/Rolling workplans to assess and advise on Climate markers
  - Contribute to the development of funding proposals and donor reports to ensure inclusion of environment and climate change considerations
  - Lead Climate & Environment cross-cutting committee to ensure the implementation of Climate and environment programming in line with office strategies
  - Technical support to sections using Environmental and Social Safeguard screening tools
  - Support the development of goals, targets and strategies for how to minimize UNICEF's programme impact on the environment/climate
  - Contribute to the production of video, photo and written documentation of UNICEF Pakistan success stories on effective climate change programming
  - Support documentation of best practices and lessons learned directly linked to country program goals and activities
  - Support preparation of promotional materials design and production
  - Active support and participation in contributions to the UN system coordination and programming e.g. UN Development Assistance Framework, joint programming initiatives, thematic groups etc.
- 2. Project management and support to implementing partners including monitoring and evaluation as well as resource mobilization/fundraising.**
- Manage ongoing projects related to climate change and environment in accordance with project plans, donor requirements
  - Perform monitoring and evaluation as well as keep timely fund utilization and liquidation, quality donor proposals and reports and other administrative mechanisms.
  - Support climate financing/resource mobilization by developing donor proposals, concept notes, map climate financing, with a focus on a diversified funding pool incl. towards the Green Climate Fund etc.
  - Provide editorial support to documents such as proposals, donor reports, speeches and advocacy materials related to climate change and the green economy.
- 3. Participate in national policy discourse on climate change and environment in order to have the rights of children addressed, especially in relation to the implementation of the Nationally Determined Contributions (NDC).**
- Provide technical support to and represent UNICEF on working groups such as the NDC subcommittee on information, awareness and capacity building is necessary
  - Contribute to relevant policy development to ensure children's rights are addressed.
- 4. Support cross-sectional and cross-office coordination on climate change and environment and implementation of the workstreams of the Climate Change and Environment Unit in the WASH & CED Section.**
- Coordinate the PCO Climate Change and Environment team and budget
  - Undertake other tasks as requested by the WASH/Climate Specialist

## IV. Impact of Results

The efficient and effective technical, administrative and operational support provided to the development and implementation of Climate Change & Environment initiatives and products directly impact on the ability of UNICEF to promote social, political and economic action and changes in behaviors, social attitudes, beliefs

and actions by communities, individuals and societies on children's rights, survival and wellbeing. This in turn contributes to enhancing the ability of UNICEF to fulfill its mission to achieve sustainable, locally owned and concrete results in improving the survival, development and wellbeing of children in the country.

## V. Competencies and level of proficiency required

<b><u>Core Values</u></b>	<b><u>Functional Competencies</u></b>
<ul style="list-style-type: none"> <li>• Care</li> <li>• Respect</li> <li>• Integrity</li> <li>• Trust</li> <li>• Accountability</li> </ul>	<ul style="list-style-type: none"> <li>• Persuading and influencing (1)</li> <li>• Formulating Strategies and Concepts (1)</li> <li>• Analyzing (2)</li> <li>• Applying Technical Expertise (2)</li> <li>• Learning and Researching (2)</li> <li>• Planning and Organizing (2)</li> </ul>
<b><u>Core Competencies</u></b>	
<ul style="list-style-type: none"> <li>• Nurtures, Leads and Manages People (1)</li> <li>• Demonstrates Self Awareness and Ethical Awareness (2)</li> <li>• Works Collaboratively with others (2)</li> <li>• Builds and Maintains Partnerships (2)</li> <li>• Innovates and Embraces Change (2)</li> <li>• Thinks and Acts Strategically (2)</li> <li>• Drives to achieve impactful results (2)</li> <li>• Manages ambiguity and complexity (2)</li> <li>• </li> </ul>	

## VI. Recruitment Qualifications

Education:	A first University Degree (bachelor's degree or equivalent) in one of the following fields is required: environmental/climate change studies, development studies and/or other related social science fields
Experience:	A minimum of two years of professional experience in programme planning, management, and/or research in climate change or environment, preferably in a developmental context. Experience in working in a programme country is considered as an asset. Relevant experience in a UN system agency or organization is considered as an asset.
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>