



## 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 2<sup>nd</sup> year

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

- ✓ All group training for the office
- ✓ Child protection trainings in Agora and that will be organized in person during the period of the assignment of the JPO
- ✓ The JPO will have the opportunity to apply to advertised vacant positions
- ✓ Supervisor's experience in coaching and development of young professionals

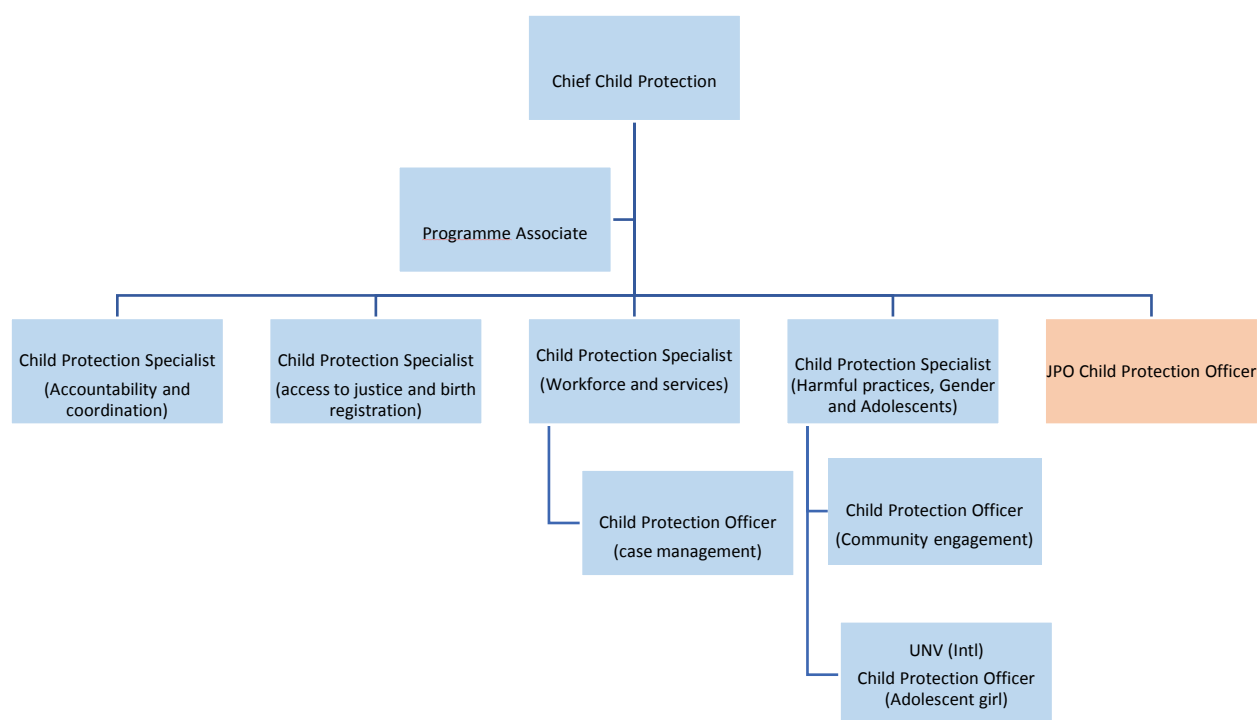
The Supervisor has more than 16 years' of experience working with UNICEF in child protection, both in humanitarian and development contexts. She has supervised other JPOs in the past and multiple posts also at P3 level. She completed a number of management and coaching trainings and has a particular dedication in supporting the coaching and development of staff she supervises and her peers.

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

General Information	Ghana is currently one of the most serene and politically stable country in Africa since its transition to multi-party democracy in 1992. It has land area of 238,533 square kilometers. Although it has many ethnic languages, English is the country's official language and the United Nations official designated language. Ghana is a strong base for many local and international businesses/organizations. It is very welcoming for lots of expatriates. There are 24 United Nations agencies in Ghana including the Resident Coordinator Office. UNDP, UNDSS and UNICEF are located in the same premises in Accra, the capital city of Ghana.
Security	The Security Level in Ghana is classified as Low (Level 2) as per the UN Security Management System in Ghana. Although there have been a few armed robberies in the

	country, the main threat to UN Staff is Crime, involving mostly street robbery. First thing upon arrival in Ghana, a new staff is taken through a comprehensive security briefing by the UN Security in Accra.
Housing	There are different types of residential accommodation both long-term and short term in Accra. There are townhouses or apartments in gated communities and stand-alone houses. These could be furnished and/or fully serviced, or unfurnished. Housing can be arranged through agents recommended by the office or staff member's embassy. The UNDSS conducts Residential Security Measures evaluation (RSM) and makes recommendations to ensure Staff residence meets minimum security requirements.
Schools & Childcare	Due to large expatriate community in Accra, there are many international schools in the city, with an academic curriculum that is widely recognized abroad and allows students. to have easy transition to other countries. Both standards of teaching and facilities meet international standard. Some of them offer kindergarten and pre-school classes for younger kids. Most of international staff's children attend international schools and there are good choices to make.
Work for spouses & partners	Spouses/partners obtain legal residence in Ghana through their working spouse/partner. They need to secure a work permit which comes with a cost. Work opportunities for spouse/partner are limited but may be available at embassies, aid organizations, and international schools. UNICEF has a guideline that encourages employment. of qualified accompanying spouses.

**Reporting line of the JPO [Please insert an org chart that is showing the 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 Programme  
Post Location: Accra, Ghana Country Office

Job Level: Level 2  
Job Profile No.: XXX  
Job Classification Level: Level 2

### 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.

The Child Protection Section at UNICEF Ghana is seeking donor support for the funding of a JPO position for 2024-2025 that will provide critical support for monitoring and evaluation, evidence generation and innovation in child protection, especially to enhance digital solutions to provide quality and timely child protection services and strengthen data collection and inter-operability of information management systems for child protection. The JPO will support the Child Protection Section's ability to ensure the technical excellence and quality of programmatic work on child protection globally for the Organization with respect to one or more of the targeted child protection priorities— violence against children, child marriage, child labour and prevention of family separation, while also supporting the knowledge interchange on best practices in child protection programming across UNICEF and inter-agency collaboration on planning for the implementation of the child protection goal, targets and indicators in the Sustainable Development Goals (SDG) framework. Overall, the funding of this position will provide much-needed support for the organization's strengthened commitment for the protection of most vulnerable children from all forms of violence, exploitation, abuse and harmful practices as its core mandate.

The vision guiding the UNICEF Ghana Country Programme 2023-2027 is to contribute to national efforts so that all girls and boys, especially the most disadvantaged, progressively fulfil their basic rights to survival, care, protection and participation to reach their full potential. This will be achieved through five interdependent programme components: (a) health and nutrition; (b) WASH; (c) education; (d) child protection; and (e) social policy and inclusion.

The Child Protection programme component aims at promoting an equitable and integrated child protection and social welfare system, capable of delivering improved prevention and response services, including in emergencies. With the Ministry of Gender, Children and Social Protection, the Ministry of Employment and Labour Relations, the United Nations Population Fund, CSOs, traditional and religious leaders and the private sector, UNICEF is contributing to strengthened systems to better prevent and respond to child protection issues,

including child marriage, gender-based violence and child exploitation, to lower the proportion of children who experience sexual violence by one fifth.

**Purpose for the job:**

Under the supervision of the Chief of Child Protection and with technical guidance from the Child Protection Specialist, the JPO will contribute to the UNICEF Ghana Child Protection Programme, with a particular focus on Output 10 related to Child Protection services, social service workforce and Information Management System, with a particular focus on strengthening national and decentralized service delivery systems to improve access, responsiveness, resilience and quality of social welfare, criminal justice and birth registration services to prevent and respond to violence against children, including online child sexual exploitation and abuse, child labour and child marriage.

The JPO will be responsible for the following key functions/accountabilities:

- 1. Innovation and digital/data solution implementation for child protection services**
- 2. Support evidence generation and knowledge management for child protection programming**
- 3. Support to programme development, planning, monitoring and delivery of results**

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

#### **1. Innovation and digital/data solution implementation for child protection services**

- Support the enhancement and the scale up nationwide of the Social Welfare Information Management System (SWIMS), a digital case management information management system that captures all and timely and reliable data on individual child cases;
- Assist the Child Protection Specialist in conducting data review, ensuring data quality and completeness of case management data in SWIMS and enforcing the Intersectoral Standard Operating Procedures (ISSOPs), Case Management SOPs and referral pathways.
- Support the establishment of inter-operability functions between SWIMS and other information management systems, such as the justice and law enforcement data system, the Child Labour Monitoring System and existing helplines and justice database for online child sexual exploitation and abuse and gender based violence cases
- Identify, design and introduce innovative solutions to enhance the capacity building and upskilling of social service workers and disseminate preventive and supportive protection messages for vulnerable children and families in communities and in schools

#### **2. Support evidence generation and knowledge management for child protection programming**

- Research and report on development trends and data for use in programme development, management, monitoring, evaluation and delivery of results.
- Support management and quality assurance of all child protection studies, research and evaluations, especially in the areas of child marriage, adolescent programming and child labour
- Keep records of reports and assessments conducted by UNICEF and partners and for easy reference and/or to capture and institutionalize lessons learned.
- Support preparation of child protection programme/project reports for management, donors and partners to keep them informed of programme progress.

#### **3. Programme development, planning, monitoring and delivery of results**

- Work closely and collaboratively with colleagues and partners to discuss implementation issues, provide solutions, recommendations and/or to alert appropriate officials and stakeholders for higher-level interventions and/or decisions.
- Participate in monitoring exercises, programme reviews and annual sectoral reviews with government and other counterparts to assess programmes/projects, and to report on required action/interventions at the higher level of programme management.
- Contribute to the development and establishment of sectoral programme goals, objectives, strategies, and results-based planning through research, 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 and administering a variety of technical, programme, operational, and administrative transactions, preparing related materials and documentation, and complying with organizational processes and management systems, to support programme planning, results based planning (RBM) and monitoring and evaluating of results

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

The efficient and effective technical, administrative and operational support provided to the child protection programme will directly impact on the ability of UNICEF to strengthen the delivery of quality child protection services to the most vulnerable children in Ghana, particularly those exposed or at risk of violence, child marriage, child labour and family separation. 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.

More specifically, the JPO will strongly contribute to generating more solid evidence to inform and improve child protection planning and programming and strengthen the Government of Ghana's data systems to be more efficient and sustainable.

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

(Please base on UNICEF Competency Framework)

<u><b>Core Values attributes</b></u> <ul style="list-style-type: none"> <li>• Care</li> <li>• Respect</li> <li>• Integrity</li> <li>• Trust</li> <li>• Accountability</li> <li>• Sustainability</li> </ul>	<u><b>Core competencies skills</b></u> <ul style="list-style-type: none"> <li>• Nurtures, Leads and Manages People (1)</li> <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 (2)</li> <li>• Thinks and Acts Strategically (1)</li> <li>• Drives to achieve impactful results (2)</li> <li>• Manages ambiguity and complexity (1)</li> </ul>
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VI. Recruitment Qualifications	
Education:	A university degree in one of the following fields is required: international development, human rights, psychology, sociology, international law, social work, or another relevant social science field.
Experience:	<p>A minimum of two years of professional experience in one or more of the following areas is required: social development planning and management in child protection related areas and/or experiences in working on information management systems</p> <p>Relevant experience in a UN system agency or organization is considered as an asset.</p>
Language Requirements:	Fluency in English is required. Knowledge of another official UN language or local language of the duty station is considered as an asset.
VII. Signatories	
<b>Name: Lucia Soleti</b> <b>Title: Chief Child Protection (Supervisor)</b>	<b>Signature</b> <i>Lucia Soleti</i> <b>Date</b> 14-10-2024
<b>Name: Anne Kariuki</b> <b>Title: OIC, UNICEF Representative</b>	<b>Signature</b> <i>Anne Kariuki</i> <b>Date</b> 14-10-2024