



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.

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

- ✓ Mentoring and coaching on SBC, Gender and Adolescent and youth programming in UNICEF, including in emergencies (RCCE).
- ✓ Access to repository of learning resources on AGORA, including UNICEF SBC Learning Channel, and mandatory and selective courses on essentials of UNICEF business processes and procedures, values and standards.
- ✓ Trainings endorsed for all staff within the framework of the Learning Plan on various competencies and skills including on First Aid, Excel, Firefighting, Report Writing, French Language/
- ✓ Opportunity to network with SBC and multidisciplinary experts across UNICEF and other organizations and learning from good practices across the region and globally.

- ✓ Exposure and experience to innovative SBC programming in development and emergency context.

Potential for Retention: The Office will fundraise for 1-year extension and will guide and support the candidate to develop potential for regular UNICEF recruitment opportunities. The JPO will gain high-level exposure to a diverse range of SBC activities, focusing on applied social and behavioral science, SBC frameworks, and capacity-building. This role provides a unique opportunity for the JPO to engage with UNICEF's strategic efforts in SBC, while also building critical skills that are essential for advancing child rights programming. The focus on behavioral science and system strengthening will allow the JPO to develop expertise that is highly valued within UNICEF and recognized across the development sector. Through hands-on involvement in partnership development and the institutionalization of SBC strategies, the JPO will gain valuable insights and establish connections both within UNICEF and with external partners, broadening their professional network and influence in the field of SBC.

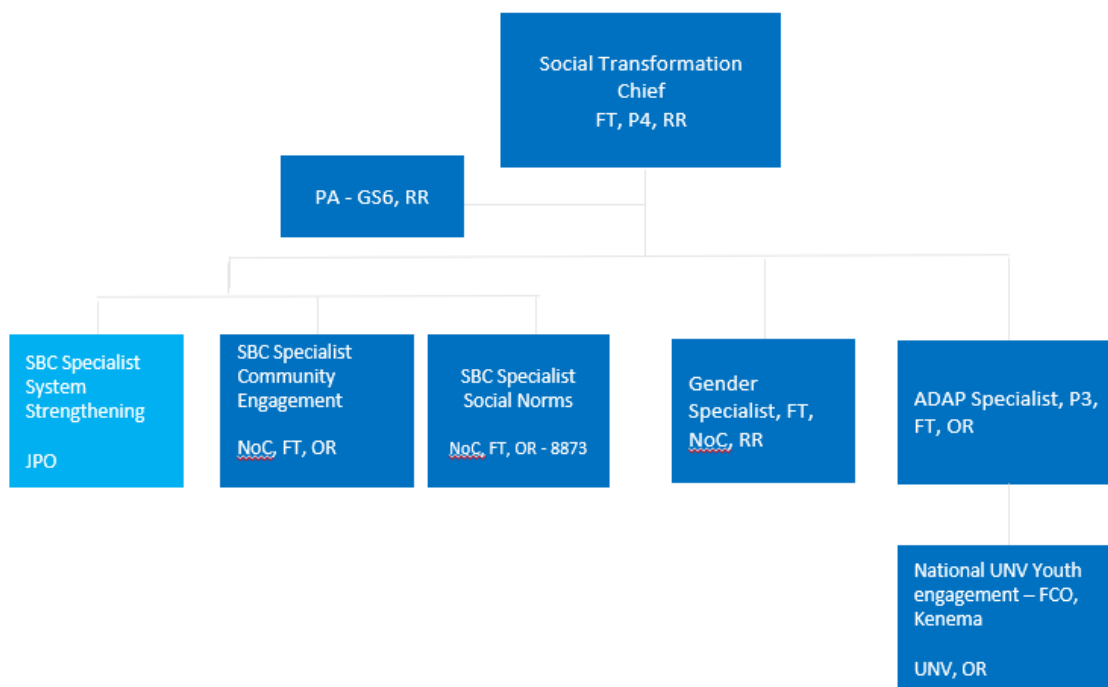
The JPO will regularly engage with colleagues from the Regional Office and other country offices, gaining insight into UNICEF's broader expertise in SBC system strengthening, behavioral science, and capacity development. Given the growing recognition of SBC's impact on program effectiveness and child rights outcomes, the Country Office plans to establish a P3 post that reflects these priorities, for which the JPO may be eligible to apply. Additional P3-level positions across the region offer further career opportunities, with support from the section available for the application process.

Supervisor experience: The JPO will be supervised by a well-rounded P-4 professional with extensive experience at national and international levels in programme and team management, including leading diversified teams. The supervisor brings strong SBC technical expertise, as well as substantial experience in coaching and mentoring volunteers and professionals in SBC, gender, and adolescent development. This guidance will help build the JPO's technical skills and functional competencies, supported by a tailored development plan. Working closely with the JPO, the supervisor will provide tailored support and regular feedback to enhance the JPO competencies and professional growth.

Information and living condition of Duty station: [For Filed Office locations only]	
General Information	Sierra Leone is a low income located in country in West Africa. Freetown is a vibrant, hilly city, with a population of just over one million. Set on a peninsula, you can see the sea from almost any point in the city and you are never far away from some spectacular beaches for swimming and surfing. There are good supermarkets and restaurants, and mobile and internet services are available for a fair price. There are international flight connections to Sierra Leone with airlines flying to Europe, West Asia and within Africa.
Security	According to UN Department of Safety and Security the general security situation in Sierra Leone is peaceful, the security level is assessed as Low (2). There are no identified threats directed towards the UN or the International community, however precautions should be taken to avoid any unpleasant surprises. Crime is classified as moderate, with incidents primarily related to property thefts, house break-ins and robberies.
Housing	Different types of long-term accommodation are available - standalone houses, houses in gated compounds, furnished apartments, unfurnished apartments, fully-serviced apartments etc. Most UN staff choose to stay in apartments, which are equipped with generators, water and security guards. The housing situation is constantly improving, with new apartment complexes being built to an increasingly high standard. In general housing in Freetown is expensive, especially if there is access to uninterrupted electricity water and other amenities, and most landlords/landladies require half-year or annual rental payments in advance. Staff are encouraged to view different options when seeking suitable accommodation and the Administration Unit or Security Unit will provide useful support with housing arrangements.

Schools & Childcare	Children of UN staff typically the American and British International schools. There are a few other smaller independent schools which follow either American or British curricula. Most of the international schools offer classes from Grade 1 through to Grade 6. However, there are limited options for higher grades.
Health Care Services	There is a UN Clinic at service for UN personnel and their families, and a few private hospitals. For more advanced treatments staff are recommended to seek health care in their home countries or outside the duty station (for emergency cases there is the option of medical evacuation when applicable)
Work for spouses & partners	There are limited opportunities for spouses and partners, mainly with international organizations, depending on their professional backgrounds.

Reporting line of the JPO (Pending PBR approval)





UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

I. Post Information

Job Title: JPO Social and Behaviour Change Officer
Supervisor Title/ Level: Social Transformation Chief
Organizational Unit: Social Transformation Section
Post Location: Freetown, Sierra Leone

Job Level: Level 2
Job Profile TBC.:
Job Classification Level: TBC

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 nation.

Social and Behaviour Change (SBC) in UNICEF is a cross-cutting programme strategy that analyses and addresses the cognitive, social and structural determinants of individual practices and societal changes in both development and humanitarian contexts. SBC uses the latest in social and behavioral sciences to understand people, their beliefs, their values, the socio-cultural norms and the economic and institutional contexts that shape their lives, with the aim of engaging them and increasing their influence in the design of solutions for change. SBC brings social and behavioral evidence generation together with participation in community-led and human-centered processes. SBC is at the core of UNICEF's mandate, with corporate results across sectors revolving around behaviors like immunization, feeding practices, learning, hygiene, and positive discipline, as well as transformations across sectors needed to make societies more inclusive, equitable and peaceful.

Strategic Office Context:

A JPO role in UNICEF Sierra Leone's Social Transformation Section will significantly bolster efforts to advance SBC strategies in Sierra Leone. The Social Transformation Section plays a crucial role in advancing SBC as a catalyst for change across all programme areas. Positioned under the Chief of Social Transformation, P-4, the SBC sub-unit is tasked with promoting people-centered and community-led actions while strengthening systems for policy and service improvements. In this strategic context, SBC is leveraged to address a wide array of challenges, including in health, education, social and child protection, gender equality, and community and adolescent and youth empowerment. Operating within a cross-sectoral framework, it supports projects and initiatives that foster the adoption of positive behaviors, shift harmful norms, and enhance accountability.

As we address critical issues, such as child health, gender equality, and community resilience, the JPO SBC Officer will be pivotal in building SBC system capacities across sectors. With a specific focus on SBC system strengthening, the JPO will help us integrate more systematically and strategically cognitive, social, and structural determinants into program design, ensuring that interventions are impactful, sustainable, and locally owned. The JPO will work on key projects aimed at transforming harmful social norms, promoting positive behaviors, and empowering communities by enhancing SBC skills, establishing robust data systems and monitoring and evaluation frameworks, and fostering strategic and innovative partnerships with government, civil society, and academia. In this regard, the JPO is to catalyze a more holistic approach to SBC that integrates service delivery with behavior change. Sponsoring this position offers a unique opportunity for your government to contribute directly to sustainable development goals by reinforcing in community-led, cross-sectoral initiatives that drive real, lasting change.

Purpose for the job:

The JPO SBC Officer will support advancement of the SBC system strengthening agenda by building institutional and partner capacities and embedding SBC principles within existing structures. This role ensures that SBC strategies are systematically integrated into programme analysis, design, planning, implementation, and monitoring across all sectors.

Purpose:

The JPO SBC Officer will contribute to creating a robust SBC framework that empowers communities and supports policy and service improvements. The role is central to institutionalizing SBC skills and promoting cross-sectoral strategies that address social and structural barriers to behaviour change.

Accountability:

The JPO supports advancement of SBC system strengthening, including:

- **Capacity Development:** Designing and implementing SBC training approaches, skills frameworks, and tools across sectors to enhance local capacities.
- **Monitoring and Evaluation:** Establishing and refining data and M&E systems to track and measure SBC impact, ensuring data-driven decision-making.
- **Strategic Partnerships:** Building and maintaining partnerships with academic institutions, government, and civil society to foster collaboration and knowledge sharing.
- **Behavioral Insights Application:** Integrating behavioral insights into SBC program design to create effective, evidence-based interventions.

Under the direct supervision of the Chief of Social Transformation, the JPO SBC Officer will focus on these key areas to drive comprehensive social and gender transformation within Sierra Leone.

III. Key Functions, Accountabilities and Related Duties/Tasks:

Summary of key functions/accountabilities:

- 1) Generate and utilize research, data, and evidence to inform the design, measurement, and monitoring of SBC programs and outcomes in both development and emergency contexts and to build the evidence base for SBC.
- 2) Design, plan and implement SBC activities that are backed by social and behavioural evidence and strong engagement and participation mechanisms in both development and humanitarian contexts.
- 3) Support operationalization of SBC by advocating for SBC, mobilizing resources, coordinating across stakeholders, sectors and teams, and partnership building.
- 4) Promote continuous learning, strengthening and scaling up in SBC for both development and humanitarian contexts through capacity building for UNICEF staff and partners.

1. Generate and utilize research, data, and evidence to inform the design, measurement, and monitoring of SBC programs and outcomes in both development and emergency contexts and to build the evidence base for SBC.

- Implement SBC data collection, analysis and use in support of systems strengthening processes.
- Facilitate the integration of SBC-related data in national/regional/global monitoring systems.
- Design mechanisms to track results of the integration of SBC in systems strengthening activities.
- Assess potential areas for integration of SBC and systems strengthening activities.
- In collaboration with sectoral and cross-sectoral specialists, relevant government officers and other UN/NGO partners, design, implement, and/or participate in SBC situation analyses and formative research that identify social and behavioral drivers.
- Initiate, commission, manage and/or utilize qualitative and quantitative research on social and behavioral drivers that include behavioural analysis, human centred design, social listening, behavioural insights, participatory research and/or RCT.
- Support data collection, tracking, monitoring and reporting SBC results and prepare syntheses of results.
- Collate and summarize data, evidence and trends for social and behavioral issues to inform evidence-based SBC strategies, plans and activities.
- Assist in establishment of community feedback mechanisms and use feedback to inform community engagement and SBC actions for disaster preparedness, response, recovery and resilience. Generate and use SBC evidence, data, and assessments for disaster preparedness, response, recovery and resilience.
- Contribute to terms of reference, research tools, frameworks and protocols for generating evidence to inform SBC initiatives and apply tools, methodologies and frameworks for data collection, tracking, monitoring and reporting and disseminating SBC results.
- Conduct and/or participate in country programme monitoring and evaluation exercises and make recommendations on workplan revisions based on the results.

2. Design, plan and implement SBC activities that are backed by social and behavioural evidence and strong engagement and participation mechanisms in both development and humanitarian contexts.

- In collaboration/consultation with UNICEF sectoral and cross-sectoral specialists, relevant government officers and other UN/NGO partners, design processes for integrating SBC principles into strategies and policies.
- In collaboration/consultation with UNICEF sectoral and cross-sectoral specialists, relevant government officers and other UN/NGO partners, implement processes to integrate SBC principles into strategies and policies.
- In collaboration/consultation with UNICEF sectoral and cross-sectoral specialists, relevant government officers and other UN/NGO partners, design mechanisms to track results of integrating SBC initiatives and systems strengthening activities.
- In collaboration/consultation with UNICEF sectoral and cross-sectoral specialists, relevant government officers and other UN/NGO partners, develop operational and impact indicators for SBC-related systems strengthening activities.
- Plan SBC systems strengthening activities across systems strengthening pillars.
- Identify/propose actional evidence-based programme/strategy recommendations from current data, evidence and trends for priority social and behavioral issues and ensure the integration of latest innovative approaches and technology in SBC in programme approaches and advocate for their adoption among internal and external stakeholders.

3. Support operationalization of SBC by advocating for SBC, mobilizing resources, coordinating across stakeholders, sectors and teams, and building alliances and partnerships.

- Advocate for the inclusion of SBC principles in strategies and policies.
- Mobilize resources for systems strengthening capacity development activities.
- Establish and maintain partnerships to facilitate SBC systems strengthening activities.
- Collaborate with partners on the inclusion of SBC systems strengthening activities in their programming.

- Identify internal and external expertise for utilization in systems strengthening activities.
- Represent UNICEF's interests in partnerships and manage development of and progress against joint project agreements with relevant partners; represent the UNICEF CO and SBC Section in national and international level fora and among partners as relevant and necessary.
- Collaborate with national, regional and/or global partners to link and coordinate SBC approaches.
- Cultivate resource mobilization opportunities and contribute to proposals, reports and other materials to support resources mobilization. Contribute to mobilizing human resources for SBC, including staff, consultants and external vendors.
- Identify, recruit and collaborate with consultants, vendors and other technical expertise to support delivery of SBC activities. Plan, use and track the use of resources and verify compliance with organizational guidelines and standards.
- Contribute to financial planning, budget planning and tracking and financial management for SBC.
- Advocate for the inclusion of community engagement and social and behavioral approaches in sectoral workplans based on active participation in sectoral programme planning and reviews and viable recommendations for the integration of SBC. Advocate internally and externally for integration of SBC in national systems, in the country programme, and in sectoral plans.
- Identify, disseminate, and adopt best practices and innovative approaches and technology in SBC, integrate them in programme approaches and support SBC and sectoral teams in implementing them.

4. Promote continuous learning, strengthening and scaling up in SBC for both development and humanitarian contexts through capacity building for UNICEF staff, partners and implementers.

- Identify, design, and/or organize SBC training materials and opportunities for staff and partners, including on new approaches such as behavioural analysis, behavioural insights, human-centered design, social listening, and social accountability mechanisms. Use and adapt existing UNICEF learning resources, guidelines and training materials to build SBC capacity among staff, implementing partners and relevant government and non-government counterparts.
- Contribute to the development and institutionalization of best practices, facilitate the exchange of experiences and provide technical assistance for the uptake of new SBC methods and knowledge internally and externally.
- Coordinate and provide inputs into SBC capacity assessments.
- Identify and mobilize resources to support capacity development internally and externally and provide SBC technical support and capacity building to government counterparts.
- Identify and contribute to the development of mechanisms to strengthen systems for community engagement in humanitarian contexts.
- Develop and/or adapt capacity development tools and activities for humanitarian programming with a focus on preparedness, response and recovery.
- Design and implement mechanisms for sharing scalable results/learning related to the integration of SBC in systems strengthening activities.
- Provide capacity building on systems strengthening processes to external partners.

IV. Impact of Results

Efficient and effective technical, administrative and operational support provided to the development and implementation of SBC initiatives and products which support UNICEF's ability to promote SBC results; contributes to enhancing the ability of UNICEF to fulfill its mission to achieve sustainable, locally owned and concrete results in improving the survival, development, protection and wellbeing of children in the country.

More specifically, by supporting the strengthening and institutionalization/ embedding of SBC skills across UNICEF, government, and partners; the JPO SBC Officer will contribute to the more systematic integration of cognitive, social, and environmental determinants into program design, planning, implementation, monitoring and evaluation, advancing beyond demand generation and community engagement, creation of enabling environments and sustainable behavior change.

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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>Functional Competencies</u></p> <ul style="list-style-type: none"> • Leading and supervising (I) • Formulating strategies/concepts (I) • Relating and networking (I) • Persuading and influencing (I) • Applying technical expertise (I) • Entrepreneurial thinking (I) 	<p><u>Core Competencies</u></p> <ul style="list-style-type: none"> • 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) • Drive to achieve impactful results (2) • Manages ambiguity and complexity (2)
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VI. Recruitment Qualifications

Education:	A first university degree in a social and behavioral science, including sociology, anthropology, communication studies/communication for development, psychology, gender studies, public policy, public affairs, political science, social work, development studies and/or related field is required.
Experience:	A minimum of one year of professional experience in one or more of the following areas is required: social development programme planning, communication for development or social and behaviour change, public advocacy or another related area. Relevant experience in a UN system agency or organization is considered an asset.
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.