



## UNITED NATIONS CHILDREN'S FUND JPO Request Form



The Newborn and Child Survival Forum for the launch of the Child Survival Strategy and Action Plan in Liberia UNICEF Liberia/2024

### 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 receiving office:

- ✓ Webinars and Trainings: Participating in health and nutrition webinars and trainings organized by the country office and regional teams.
- ✓ Program Monitoring and Field Visits: Engaging in program monitoring and conducting field visits to assess and support health initiatives.
- ✓ Peer-to-Peer Learning: Experiencing peer-to-peer learning with staff from other UN agencies at the same level in health and nutrition programming.
- ✓ Hands-on Experience: Gaining practical experience in program design, implementation, and evaluation.
- ✓ Mentorship: Receiving guidance and mentorship from experienced health professionals.
- ✓ Networking: Building a network with other professionals in the field of health and nutrition.
- ✓ Professional Development: Accessing training and development programs to enhance technical and soft skills.
- ✓ Exposure to International Standards: Learning about and applying international health standards and best practices.

These opportunities will help the JPO develop a comprehensive skill set that is highly valued across the UN system and other international organizations

We encourage you to also mention:

- ✓ [Career prospects and potential for retention:](#)

UNICEF places a strong emphasis on retaining well-performing Junior Professional Officers (JPOs), especially in the critical areas of health and nutrition, where specialized expertise is highly valued. JPOs gain invaluable experience by co-designing, implementing, and monitoring health programs, which are skills in high demand across the UN system and other international organizations. Successful JPOs often have opportunities for continued employment within UNICEF or other UN agencies, thereby contributing to their long-term career growth in the field.

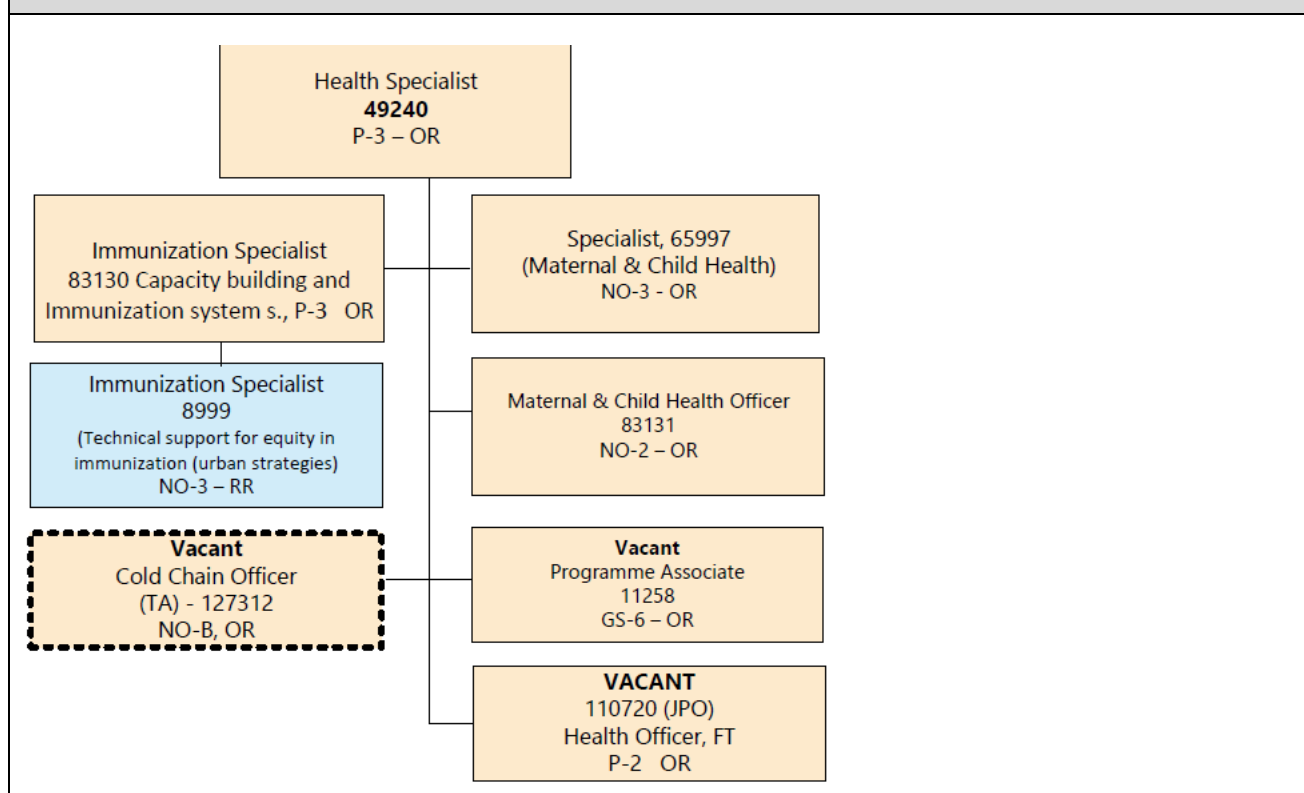
✓ **Supervisor's experience in coaching and development of young professionals:**

The JPO will work under the supervision of the Health Specialist, who brings 22 years of extensive experience in mentoring and guiding young professionals, including doctors, nurses, and paramedical staff, in their career development within UNICEF and government agencies. The supervisor has a proven track record of successfully supporting supervisees in advancing their careers within the UN system

<b>Information and living condition of Duty station: [For Filed Office locations only]</b>	
General Information	<p><b>Liberia</b> is a country on the West African coast. It is bordered by Sierra Leone to its northwest, Guinea to its north, Ivory Coast to its east, and the Atlantic Ocean to its south and southwest. It has a population of around 5 million and covers an area of 111,369 square kilometers (43,000 sq mi). English is the official language, but over 20 indigenous languages are spoken, reflecting the country's ethnic and cultural diversity. The country's capital and largest city is Monrovia.</p> <p>Liberia is a post conflict country. There is a lack of sufficient infrastructure, such as running water, electricity and sanitation.</p> <p>Liberia has two seasons: dry and rainy, which run six months each: the rainy season runs from app. May to October, and the dry season runs from app. November to April. Some visitors may feel cold during the day and evenings in the rainy season; also, most rooms are air conditioned, so we suggest that you bring a light sweater or jacket.</p> <p>There are medical facilities providing standard medical care, as well as pharmacies, in Monrovia, both provided by the UN Mission in Liberia and privately. Notwithstanding, it is recommended that international staff member carry specific personal medication as it may not be available in Liberia. We also recommend that he/she drinks bottled water only and avoid raw food.</p>
Security	<p>Monrovia is classified as a medium-risk security zone (C) and has been upgraded to family duty station. The country is generally safer, except for petty crimes, especially in the cities. It is mandatory to complete the United Nations Security course BSAFE. Upon arrival in the country, all UN staff receive a security briefing from UN Department of Safety and Security (UNDSS). Security recommendations from UNDSS must be followed by all UN Staff and UN Volunteers during their assignments in Liberia.</p>
Housing	<p>In Monrovia, apartment-type accommodation can be found in areas such as Mamba Point, Sinkor and Congo Town. These are of various standards and usually come furnished with water and electricity and security guards, in compliance with UN security requirements. Prices are negotiable. Private accommodation possibilities are limited and getting a house according to the security measures can take about 2 or 4 weeks.</p>

Schools & Childcare	Liberia is a family duty station, and international staff can install their family in Liberia. Some international staff member's children attend schools within Liberia
Work for spouses & partners	Liberia is a family duty station, as indicated above international staff members can install their family in Liberia. Opportunities for spouses may be limited. However, international NGOs and the UN system sometimes offer positions for qualified candidates in accordance with the staff selection policy.

## 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: **Health Officer, P-2**  
Supervisor Title/ Level: **Health Manager, P-3**  
Organizational Unit: **Child Survival & Development Section, Programme**  
Post Location: Monrovia, **Liberia**

Job Level: **Level 2**  
Job Profile No.:  
CCOG Code: **1L04**  
Functional Code: **CHI**  
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.

#### Strategic office context:

Liberia is one of the poorest countries in the world: in 2023, it had a GDP of US\$ 4.33 billion<sup>1</sup> and a GDP per capita of just US\$ 706.9<sup>2</sup> Liberia's economic performance was devastated by the outbreak of Ebola Viral Disease in 2015, after having begun to recover from two civil wars.<sup>3</sup> In 2016, 39.1% of Liberians were found to be 'food poor' (cannot meet their basic food needs),<sup>4</sup> and 16.5% of the population were classified as 'extremely poor' (total food and non-food consumption falls below minimum food requirements).<sup>5</sup> In recent years, however, the economy has begun to show very modest signs of recovery: in 2017 GDP growth was an estimated 2.5%, following a deceleration of 1.6% in 2016 and 0% growth in 2015.<sup>6</sup> The population of Liberia has grown rapidly over the last 70 years, with an estimated net population gain of 331 people every day.<sup>7</sup> As a result, the population is

<sup>1</sup> <https://data.worldbank.org/indicator/NY.GDP.MKTP.CD?locations=LR>

<sup>2</sup> <https://data.worldbank.org/indicator/NY.GDP.PCAP.CD?end=2017&start=1982>

<sup>3</sup> OECD, 2017, *Local Content Policies in Minerals-Exporting Countries: The Case of Liberia*

<sup>4</sup> Liberia Institute of Statistics and Geo-Information Services (LISGIS), *Household Income and Expenditure Survey 2016 (HIES): Statistical Abstract*, August 2016, p14.

<sup>5</sup> Liberia Institute of Statistics and Geo-Information Services (LISGIS), *Household Income and Expenditure Survey 2016 (HIES): Statistical Abstract*, August 2016, p15.

<sup>6</sup> <https://www.worldbank.org/en/country/liberia/overview>

<sup>7</sup> Population estimates based on interpolation of [World Population Prospects](http://worldpopulationreview.com/countries/liberia-population/) data.  
<http://worldpopulationreview.com/countries/liberia-population/>

predominantly young with a median age of 18.7. Meanwhile, in January 22, 2024. His Excellency President Joseph N. Boakai following a peaceful transition of power took place from George Weah as the 26<sup>th</sup> President of Liberia. In July 2024 President Joseph Nyuma Boakai, Sr., has initiated the formal processes for developing the ARREST Agenda for Inclusive Development (AAID), which includes the Public Sector Investment Plan (PSIP) and the fifteen County Development Agendas (CDAs) opening a new era of hope and potential prosperity in Liberia. UNICEF along with the UN family is aligning itself in supporting the development of this agenda with the government agenda and with the ongoing process of the development of the UNICEF's next CPD starting in 2026- 2030).

With gradual improvement in maternal mortality as evident from the LDHS 2013 and 2019-2020 which revealed the MMR at 1072 and 742 deaths/100,000 live births respectively, the need for robust strategy to maintain the gain need no further emphasis. Unlike maternal mortality, neonatal and under five mortality had no significant change. The LDHS revealed 38 deaths per 1,000 live births in 2013 for neonatal mortality while the LDHS 2019-2020 revealed 37 deaths per 1,000 live births. The under-five mortality was 94 per 1,000 deaths per live births and 93 deaths per 1,000 live births according to the LDHS 2013 and 2019-2020, respectively.

In ensuring technical support is provided the Ministry of Health to address the challenging environment for mitigating the impact of the EVD and COVID-19 pandemic on the already fragile health system, the Health unit in the Child Survival and Development Section of UNICEF seeks support from her donor community for the support of a Junior Professional Officer (JPO) for a two-year period (2025/2026 and 2026/2027). This JPO will provide be guided to and also provide technical support to the implementation of the National Health Sector Strategic Plan (2022 – 2026), the Essential Package of Health Services II (Liberia,2022), National Community health Strategy (2023-2027)and the Child Survival Strategy (2024-2028) and Action plan (2024 – 2026)

### **Top three individual work-plan deliverables for the JPO:**

1. **Support Programme management of Health Outcomes** of the Country Programme which aims provide access and utilization of evidence-based, high impact quality maternal, neonatal, child, adolescent health, and HIV interventions for girls, boys, adolescents and women, especially those marginalized and/or living in humanitarian conditions through undertaking the following duties:
  - Participation in annual reviews and mid-year reviews of the Health Unit with government partners (MOH, MOE,NPHIL)
  - Work to ensure the major milestones of the Rolling Workplans are carried out for the purpose of enhancing maternal, newborn and child health and to improve knowledge base for improved programming and evidence-based advocacy.
  - Carry out monitoring and supervision to IP to ensure that project is being implemented as planned.
2. Play a key role in ensuring **quality assurance of the Health Programme** through the following duties:
  - Support evidence building/strengthening efforts with Health partners (government ministries and civil society organizations within the health sector) including strengthening partners' capacity in monitoring and reporting on rolling work plan (RWP) outcome and output indicators.
  - Ensure timely and quality contribution of donor reports and fundraising proposals.
  - Conduct field visits and Programme Monitoring Visits (PMV) to monitor and report on the progress of implementation of RWP, PD/PCAs and DCT; write reports with recommendations on findings with agreed upon action points. Share the draft report with the partners for compliance.
  - Address bottlenecks and challenges that are impeding programme implementation.
3. Support **Partnership management of relevant PDs/PCAs and DCTs related** MNCAH activities and system strengthening through the following key tasks:
  - Contribute to the development and amendments of PDs/PCAs relevant in responsibility.
  - Work effectively to ensure accurate and timely reporting to government counterpart, PCA partners, donors, consultants etc.

- Provide case studies and other documentation to assist with gaining of new funds/partners.
- Attend coordination and technical working groups meetings within sector of responsibility and network with others to ensure effective gap filling and coverage of service areas, where possible.
- Conduct joint partnership/ review at the end of every PCA/DCT
- Ensure UNICEF and Partner/donor visibility.

### **Purpose for the job:**

Under the supervision of the Health Specialist (Health Team Lead) the Health Officer will provide professional technical, operational and administrative assistance throughout the programming process for the Health Unit within the Child Survival and Development (CSD) Section, from development planning to delivery of results, by preparing, executing, managing, and implementing a variety of technical and administrative programme tasks to facilitate programme development, implementation, programme progress monitoring, and evaluating and reporting of results.

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

### **Summary of key functions/accountabilities:**

1. Support to programme development and planning
2. Programme management, monitoring and delivery of results
3. Technical and operational support to programme implementation
4. Networking and partnership building
5. Innovation, knowledge management and capacity building

### **1. Support to programme development and planning**

- Work with colleagues in CSD to conduct and update the situation analysis for the development, design and management of child health related programmes/projects.
- Research and report on development trends (e.g. economic, social, health) and data for use in programme development, management, monitoring, evaluation and delivery of results.
- Contribute to 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 documentations, and complying with organizational processes and management systems, to support programme planning, results based planning (RBM) and monitoring and evaluating of results.
- Prepare required programme documentations, materials and data to facilitate the programme review and approval process.

### **2. Programme management, monitoring and delivery of results**

- Work closely and collaboratively with colleagues and partners to discuss implementation issues, provide solutions, recommendations and/or to alert supervisor 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 to assess programmes/projects, and to report on required action/interventions at the higher level of programme management.

### **3. Technical and operational support to programme implementation**

- Conduct regular programme field visits and surveys and exchange information with partners/stakeholders to assess progress and provide technical support.

<ul style="list-style-type: none"> <li>▪ Under the guidance of your supervisor take appropriate action to resolve issues and/or refer to relevant units for resolution. Report on critical issues, bottlenecks and potential problems affecting UNICEF's timely action to achieve results.</li> <li>▪ Collaborate with other colleagues in providing technical and operational support to government counterparts, NGO partners and other country office partners/donors on the application and understanding of UNICEF policies, strategies, processes and best practices in child survival , to support programme implementation.</li> </ul>
<p><b>4. Networking and partnership building</b></p> <ul style="list-style-type: none"> <li>• 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 and sustain results on child protection.</li> <li>▪ Participate in inter-agency meetings/events on programming to collaborate with inter-agency partners/colleagues on child survival and implementation of child survival programmes/projects, and to integrate and harmonize UNICEF's position and strategies with Government of Liberia programming processes.</li> <li>• Draft communication and information materials for health unit programme advocacy to promote awareness, establish partnership/alliances and support fund raising for child survival programmes.</li> </ul>
<p><b>5. Innovation, knowledge management and capacity building</b></p> <ul style="list-style-type: none"> <li>▪ Identify, capture, synthesize, and share lessons learned on his/her knowledge development and to build the capacity of the JPO and contribute to CSD colleagues stakeholders.</li> <li>▪ Apply innovative approaches and promote good practices to support the implementation and delivery of concrete and sustainable programme results for child survival.</li> <li>• Participate in capacity building initiatives to enhance the competencies of Government health staff and stakeholders.</li> </ul>

<b>IV. Impact of Results</b>
<p>The efficiency and efficacy of support provided by the Health Officer to programme preparation, planning and implementation, contributes to the achievement of sustainable results to improve health for mothers and children and ensure their survival, development and well-being in society. Success in health programmes and projects in turn contributes to maintaining and enhancing the credibility and ability of UNICEF to provide programme services for mothers and children that promotes greater social equality in the country. This health officer will also support knowledge hub for the CSD section but also for the UNICEF Liberia Office as a whole promoting integration and collaboration for the good of Every Child</p>



## V. Competencies and level of proficiency required

<p><b><u>Core Values attributes</u></b></p> <ul style="list-style-type: none"> <li>• Care</li> <li>• Respect</li> <li>• Integrity</li> <li>• Trust</li> <li>• Accountability</li> <li>• <b><u>Sustainability</u></b></li> </ul> <p><b><u>Core competencies skills</u></b></p> <ul style="list-style-type: none"> <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> </ul>	<p><b><u>Functional Competencies</u></b></p> <ul style="list-style-type: none"> <li>• Persuading and influencing (2)</li> <li>• Applying technical expertise (2)</li> <li>• Learning and researching (2)</li> <li>• Planning and organizing (2)</li> </ul>
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## VI. Recruitment Qualifications

Education:	A university degree in one of the following fields is required: public health/nutrition, pediatric health, family health, health research, global/international health, health policy and/or management, environmental health sciences, biostatistics, socio-medical, health education, epidemiology, or another relevant technical field.
Experience:	<p>A minimum of two years of professional experience in one or more of the following areas is required: public health/nutrition planning and management, maternal and neonatal health care, or health emergency/humanitarian preparedness.</p> <p>Experience working in a developing country is considered as an asset.</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 (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.

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**Cleared by:** Dr Linda Akondeng Chief of CSD ELNsaktime-Akondeng Date: 18th October 2024

**Reviewed by:** Julie Phuna Kuti, HR Specialist Julie Phuna Kuti Date: 18.10.2024

**Approved by:** Amadou Cisse AACASSE Date: 18.10.2024  
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