



UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

Id 1690716278245632

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Opportunity Type (Online/Onsite) Onsite

Opportunity Title Child Protection Specialist Volunteer

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Host Entity	UNICEF
Country of Assignment	Ecuador
Duty station	Quito,
Volunteer Category	International UN Volunteer Specialist
Number of UN Volunteers	1
Duration	12m
Possibility of Extension	No
Expected Start Date	10/03/2022
Sustainable Development Goal	5. Gender equality
Disabilities	No

DOA Details

Organisation mission and objectives El Fondo de las Naciones Unidas para la Infancia -UNICEF- fue creado en 1946 para atender a los niños víctimas de la Segunda Guerra Mundial, y en 1953, UNICEF se convirtió en organismo permanente de las Naciones Unidas. Desde entonces, su misión ha sido velar por el cumplimiento de los derechos de todos los niños y niñas, particularmente de los más vulnerables y desprotegidos. En Ecuador, UNICEF trabaja junto con las organizaciones del Estado y la sociedad con el fin de promover el bienestar de la niñez y adolescencia. Por más de 40 años, ha abogado por la promoción de la inversión social en favor de la infancia, como una garantía para asegurar el acceso de los niños, niñas y adolescentes a la educación, la salud y la protección. El mandato de Unicef en el Ecuador se implementa en el área de Programas, que ejecuta proyectos orientados a la protección de la niñez, salud, inclusión social y educación. Por otro lado, las áreas que soportan esta ejecución son las de Operaciones, Recaudación de Fondos, Comunicaciones y Monitoreo & Evaluación.

Assignment context

UNICEF in Ecuador carries out its actions within the framework of the Cooperation Program agreed with the Ecuadorian Government (CPD) for 2019 - 2022. This planning framework is aligned with the Cooperation Framework of the United Nations for Sustainable Development (UNSDCF) and the National Development Plan 2017-2021. The new Cooperation Program that should begin in 2023 will guide the actions carried out by UNICEF in agreement with the Ecuadorian Government for the following 4 years. The development of this plan requires several previous steps including carrying out an implementation of community processes and peacebuilding with a gender approach.

Task description

Under the direct supervision of Child Protection Specialist, the UN Volunteer will undertake the following tasks:

1. Support programme development and planning a. Research and analyze regional and national political, protection, social and economic development trends. Collect, analyze, verify, and synthesize information to facilitate programme development, design and preparation. b. Prepare technical reports and inputs for programme preparation and documentation, ensuring accuracy, timeliness and relevancy of information. c. Facilitate the development and establishment of sectoral programme goals, objectives, strategies, and results-based planning through research, collection, analysis and reporting of child protection programmes and other related information for development planning and priority and goal setting. d. Provide technical and administrative support throughout all stages of programming processes by executing and administering a variety of technical programme transactions, preparing materials and documentation, and complying with organizational processes and management systems, to support programme planning, results-based planning (RBM) and monitoring and evaluation of results. e. Prepare required documentation and materials to facilitate the programme review and approval process.
2. Programme management, monitoring and delivery of results. a. Work closely and collaboratively with colleagues and partners to collect, analyze and share information on implementation issues, suggest solutions on routine programme implementation and to submit reports to alert appropriate officials and stakeholders for higher-level intervention and/or decisions. Keep record of reports and assessments for easy reference and/or to capture and institutionalize lessons learned. b. Participate in monitoring and evaluation exercises, programme reviews and annual sectoral reviews with the government and other counterparts and prepare minutes/reports on results for follow up action by higher management and other stakeholders. c. Monitor and report on the use of sectoral programme resources (financial, administrative, and other assets), verifying compliance with approved allocation, goals, organizational rules, regulations, procedures, donor commitments, and standards of accountability and integrity. d. Report on issues identified to ensure timely resolution by management and stakeholders. Follow up on unresolved issues to ensure resolution. e. Prepare inputs for programme and donor reporting.
3. Technical and operational support to programme implementation a. Undertake field visits and surveys, and collect and share reports with partners and stakeholders. b. Assess progress and provide technical support and/or refer to relevant officials for resolution. c. Report on critical issues, bottlenecks, and potential problems for timely action to achieve results. d. 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 child protection, to support programme implementation.
4. Networking and partnership building a. 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. b. Participate in inter-agency meetings/events on programming to collaborate with inter-agency partners/colleagues on UNDAF operational planning and preparation of child

protection programmes/projects, and to integrate and harmonize UNICEF's position and strategies with UNDAF development and planning processes. c. Research information on potential donors and prepare resource mobilization materials and briefs for fundraising and partnership development purposes. d. Draft communication and information materials for CO programme advocacy to promote awareness, establish partnership/alliances and support fundraising for child protection programmes. 5. Innovation, knowledge management and capacity building a. Identify, capture, synthesize, and share lessons learned for knowledge development and to build the capacity of stakeholders. b. Apply innovative approaches and promote good practices to support the implementation and delivery of concrete and sustainable programme results. c. Research, benchmark and report on best and cutting edge practices for development planning of knowledge products and systems. d. Participate as a resource person in capacity building initiatives to enhance the competencies of clients and stakeholders.

Eligibility Criteria

Age 27-80

Nationality INTERNATIONAL

Additional eligibility criteria This assignment is funded by JICA, therefore only former Japan Overseas Cooperation Volunteers (JICA-JOCV) who could get recommendation by JICA-JOCV Secretariat are eligible to apply. Please check your application eligibility on the JICA website (https://www.jica.go.jp/volunteer/obog/career_support/unv/index.html). The assignment is planned to start October/November 2022.

DOA Requirements

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Required education level Bachelor degree or equivalent

Area(s) of specialisation international development, human rights, law, psychology, sociology, international law, or another relevant social science field.

Required experience

Required experience 3

Required skills and experience social development planning and management in child protection with a gender approach or in related areas are required. Previous experience as a volunteer and/or experience in another culture, (i.e. studies, volunteer work, internship) would be highly regarded.

Language

Language	Language skills	Language requirement
English	Fluent	Yes
Spanish	Working knowledge	Yes

Area of Expertise

- Development programmes

Driving license required

No

Type of driving licenses**Competencies and values**

Accountability Adaptability and Flexibility Building Trust
Commitment and Motivation Commitment to Continuous
Learning Communication Ethics and Values Integrity
Planning and Organizing Respect for Diversity Self-
Management Working in Teams

Other information**Living conditions and other remarks**

Quito is classified as an "A" level duty station according to the United Nations International Civil Service Commission (A is the least and E is the most difficult), considering the degree of economic difficulty, the local conditions of safety and security, medical care, isolation, climate and level of amenities/comforts of life. However, personal safety must always be considered. Prior to assignment, it is mandatory to take security courses assigned by UNDSS

<https://www.unv.org/>