



If you are a committed, creative professional and are passionate about making a lasting difference for children, the world's leading children's rights organization would like to hear from you.

For 60 years, UNICEF has been working on the ground in 190 countries and territories to promote children's survival, protection and development. The world's largest provider of vaccines for developing countries, UNICEF supports child health and nutrition, good water and sanitation, quality basic education for all boys and girls, and the protection of children from violence, exploitation, and AIDS. UNICEF is funded entirely by the voluntary contributions of individuals, businesses, foundations and governments.

Chief, Planning & Monitoring, P-4, Antananarivo, Madagascar

Vacancy No: E-VN-2015-001434

Job Level: P-4

Duty Station: Antananarivo

Position#: 00066884

Country: Madagascar

Application Close: 26-Jun-15

Region: ESARO

Contract Type: Long-term Staff (FT)

Purpose of the Position

Under the supervision of the Deputy Representative, the incumbent of this post will be responsible for the overall contribution of the section to the Country Programme. As a supervisor of the Planning and Monitoring Specialist, the incumbent will be responsible for ensuring that the Country Office (CO) operates with a coherent, up to date results framework that is able to accurately inform the office of progress against planned Country Programme results; for ensuring technical support to programme sections in continuous analysis of barriers and bottlenecks to results achievements; and for providing the CO with strategies to continually enhance results-based management and ensuring that management structures such as the Country Management Team (CMT) have the information required to make informed decisions.

The incumbent of this post will also be responsible for ensuring that the annual report and all other CO-wide reporting obligations are met and that Mid-Year and Annual Reviews are well organized. The incumbent of this post will provide technical and coordination support to the Deputy Representative and the concerned section chiefs in chairing the respective UNDAF working groups on education, water and sanitation, nutrition (under the UNDAF outcome on "Access to Social Service"), chair the United Nations Country Team (UNCT) Harmonized Approach to Cash Transfers (HACT) Working Group and monitor the development and implementation of the UNICEF HACT Plan through direct supervision of the Planning and Monitoring Specialist (Equity-Focused Decentralized Planning and Monitoring) who oversees the HACT Hub. In addition, the incumbent will be responsible for ensuring the support activities to decentralized planning through UNICEF field staff, are well coordinated and that partnership management in general is enhanced. The incumbent is also a regular member of the PCA committee.

The incumbent will also oversee the work of the Emergency Specialist and ensure that the CO's Disaster and Risk Reduction strategy and activities are well coordinated and in line with the Country Programme documents. In the event of a large-scale emergency, the incumbent will facilitate the scale-up of CO response capacity in coordination with senior office management.

Key Expected Results

1. Planning: Provide guidance on country programme planning processes, including annual work planning. Review and



evaluate technical, institutional and financial feasibility and constraints of programme in collaboration with stakeholders. Bring coherence, synergy and added value to the programming planning and design processes, using a rights-based and results-based management. Prepare and submit viable recommendations on project implementation, alternative approaches, and the optimal utilization of resources, as well as recommendations on programme, new initiatives and management issues to ensure achievement of stated objectives. Provide support to the Deputy Representative on mid-year and annual reviews and monthly CMT.

2. **Monitoring:** Provide guidance and supervision for setting up a monitoring and reporting mechanism for programme implementation. Provide technical support to ensure that a set of programme performance indicators is identified and adjusted as necessary, with inputs of all concerned partners to assess progress towards expected results (RWP, IMEP, AMP). Ensure MoRES roll-out. Coordinate with partners to ensure that monitoring systems are properly designed, and that data collection and analysis from field visits are coordinated and standardised across programmes to feed into the programme performance monitoring and re-design, with attention to humanitarian response when applicable. Promote the awareness and understanding of the shared responsibility of monitoring function among all staff members through communication, training, learning and development activities organization-wide. In close collaboration with partners, ensure that monitoring capacity building strategy for UNICEF / UN staff national partners and institutions exists in the context of Integrated Monitoring and Evaluation Plan (IMEP), or United Nations Development Assistance Framework (UNDAF).

3. **Risk Management:** Monitor the overall allocation, disbursement and liquidation of programme funds. Ensure proper implementation and monitoring of Harmonized Approach to Cash Transfer (HACT). This includes: micro-assessment, capacity and audit plans for all IPs, in consultation with the Deputy Representation and Chief of Operations. Serve as Focal point of the Country Office's Enterprise Risk Management.

4. Contribute to UNICEF's participation in the Common Country Assessment (CCA)/UNDAF process in close collaboration with UN agencies, ensuring adequate input on the improvement of the well-being of children and women. Contribute to the development of joint programmes during the transition phase.

5. Assist government authorities to plan and organize training programmes. Identify training needs for the purpose of capacity building and sustainability of programme.

6. Undertake field visits to monitor programme implementation, as well as conduct periodic programme reviews with government counterparts and other partners. Identify problems or alternative courses of action to accelerate/improve programme delivery.

Qualifications of Successful Candidate

- An advanced university degree (Master's) in Social Sciences, Public Administration, Demography, Development Planning, Statistics or a directly-related technical field(s) is required.

- A minimum of eight (8) years of relevant experience, at the national and international levels, in monitoring and evaluation is required.

- Previous hands-on experience in a supervisory/managerial capacity is required.

- Prior hands-on experience in Programme Planning and Procedures (PPP), Results Based Management (RBM) including Evaluation Process Management is highly desirable.

- Previous work experience in an emergency duty station and/or fragile programming and operational context is



considered an asset.

- Fluency in English and French (written & verbal) is required. Knowledge of an additional UN Language (Arabic, Chinese, Russian and Spanish) is considered an asset.

Competencies of Successful Candidate

Communicates effectively to varied audiences, including during formal public speaking.

Able to work effectively in a multi-cultural environment.

Consistently achieves high-level results, managing and delivering projects on-time and on-budget.

Has good leadership and supervisory skills; co-ordinates group activities, ensuring that roles within the team are clear.

Translates strategic direction into plans and objectives.

Analyzes and integrates potentially conflicting numerical, verbal and other data from a number of sources.

Demonstrates and shares detailed technical knowledge and expertise.

Sets clearly defined objectives and plans activities for self, own team or department.

UNICEF is committed to diversity and inclusion within its workforce, and encourages qualified female and male candidates from all national, religious and ethnic backgrounds, including persons living with disabilities, to apply to become a part of our organisation.