



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.

### **Emergency Specialist, P-3, Nairobi Kenya**

**Vacancy No: I-VN-2015-001791**

**Job Level:**

**Duty Station: Nairobi**

**Position#: ESA15014**

**Country: Kenya**

**Application Close: 13-Aug-15**

**Region: ESARO**

**Contract Type: Long-term Staff (FT)**

#### ***Purpose of the Position***

Under the general guidance of the Regional Emergency Advisor, provide support to UNICEF Country Offices (CO) engaged in humanitarian action encompassing preparedness, response and post-crisis recovery. The Emergency Specialist will work as part of the Humanitarian Action Resilience and Peace Building (HARP) Section as well as with sectoral emergency focal points within the Regional Office (RO), inter-agency partners and Country Office staff.

#### ***Key Expected Results***

- Undertake analysis of key risks and monitor emerging humanitarian trends and potential socio-political instability in the region. Support triggering of early action in response to early warning information and support Country Offices in undertaking enhanced preparedness actions.
- Effective and strategic coordination of support to Country Offices undertaking humanitarian action.
- Resource mobilization for humanitarian action is supported through consolidation of information on various humanitarian contexts, priority humanitarian needs, UNICEF and partners' ongoing response and priority resource needs and develop clear communication products for internal and external dissemination.
- Management engagement with high-level mechanisms is supported by ensuring appropriate analysis and documentation is available.
- Country specific, regional and inter-agency preparedness processes are supported through effective tracking of progress and identification of gaps and priority actions
- Quality assurance and monitoring of preparedness and humanitarian response planning is effectively supported and implementation including analysis of humanitarian performance monitoring data and situation reports.
- Regional reports, donor proposals, budget reviews, regional analyses, and regional office work planning exercises and effectively supported and documented.
- Effective systems for information management within the Regional Office are maintained and high quality materials for



external distribution are produced on the status of UNICEF's emergency preparedness and response.

### ***Qualifications of Successful Candidate***

#### **1. Education**

Advanced University degree in one of the following fields: social sciences, public administration, international law, public health, nutrition, international relations, business administration or other related disciplines. Preferably a combination of management, administration, and relevant technical fields.

\*A first university degree with a relevant combination of academic qualifications and experience may be accepted in lieu of advanced university degree.

#### **2. Work Experience**

- Five years of progressively responsible professional work experience at the national and international levels in humanitarian and development programme development, planning, implementation, monitoring, evaluation and administration.

- Developing country work experience (for IP)

- Specialized training/experience in emergency preparedness and response management is required.

#### **3. Language Proficiency**

- Fluency in English and a second UN language; Local working language of the duty station an asset (for IP).

- Fluency in English and a local working language of the duty station; a second UN language an asset (for NO).

### ***Competencies of Successful Candidate***

#### **i) Core Values:**

- Commitment

- Diversity and Inclusion

- Integrity

#### **ii) Core Competencies:**

- Communication

- Working with People

- Drive for Results

#### **iii) Functional Competencies:**

- Leading and Supervising

- Formulating Strategies and Concepts

- Analyzing

- Relating and Networking

- Persuading and Influencing

- Creating and Innovating

### ***Remarks***

\* The successful candidate for this emergency recruitment MUST be available to commence work within 31 days of receiving an offer.



***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.***