

THE UNITED NATIONS CHILDREN'S FUND (UNICEF)



**Invites applications from South Sudanese Nationals for the position of Programme Specialist, (NO-C) Bor,
(Fixed-Term Appointment)**

If you are South Sudanese National who is passionate and committed professional and want to make a lasting difference for children, the world's leading children's rights organization would like to hear from you.

Purpose of the post

Under the general supervision of Chief of Field office Malakal, manage overall coordination/supervision UNICEF programmes through cluster and co-cluster lead and contingency planning clusters in Jonglei State. Immediately following the onset of an emergency, participate to oversee all aspects of the inter-agency planning process. Coordinating agency for certain programme sectors (e.g., health, education, water and environmental sanitation, child protection and nutrition).

Major Duties and Responsibilities

- **Knowledge Management for Programmes**, Ensure that area/country programmes are strengthened by knowledge management through data collection and analysis, complete and accurate reporting as well as participation in the Programme Knowledge Network system of "lessons learned" and other corporate-level databases; participate in information exchange through donor and media visits as well as in the development of training and orientation material.
- **Programme Development and Management**, Contribute to the preparation of the Situation Analysis for programme development. Administer a consistent and transparent monitoring system; providing accurate analysis of country level socio-political-economic trends and their implications for ongoing programmes and projects. Support preparation of programme work plans as required. Responsible for preparation of program recommendations for inclusion in formal programme documentation, and new approaches, methods and practices.
- **Optimum Use of Program Funds**, Assist in establishing programme work plans and monitors progress and compliance. Help to manage allocation and disbursement of programme funds, ensuring that funds are properly coordinated, monitored and liquidated. Takes appropriate actions to optimize use of programme funds. Ensure programme efficiency and delivery through transparent approach to programme planning, monitoring and evaluation.
- **Programme Monitoring and Evaluations**. Undertakes field visits to monitor and assess programme implementation and decides on required corrective action. Carry out a rigorous and transparent approach to evaluation and participate the major programme evaluation exercises in consultation with the Representative, the Operations Officer, the Evaluation Officer and others to improve efficiency and quality of programme delivery. Participate in annual sector review meetings with government counterparts. Ensure the timely preparation of annual program status reports.
- **Rights-Based and Results-Based Programme Management Approach**, Assure the quality of child rights-based programmes through consistent and effective planning, design, implementation, monitoring and/or evaluation of programmes and projects. Bring coherence, synergy and added value to the programming planning and design processes using a results-based management approach to programme design.
- **National and Local Capacity Building/Sustainability**, Provide government authorities with technical supports and guidance to plan and organize training programmes for the purpose of capacity building and programme sustainability. Ensure the building or reinforcing of the commitment and institutional capacities of the national and local partners starting with taking a strategic approach to the identification of these partners and partnerships
- **Rights Perspective and Advocacy at the National, Community and Family Levels**, Conducts policy analysis from a children's and women's rights perspective and advocacy at the community and family levels for credibility in national and international policy debates.
- **Partnership, Coordination and Collaboration**, Develop partnership and collaboration with internal and external counterparts, including those of the UN and national partners, in order to improve the ability to collect and disseminate development data and information, exchange information on programme/project status and implementation and movement/distribution of supplies
- **Minimum qualifications & experience required.**
 - Advanced university degree in Social Sciences, International Relations, Government, Public Administration, Public Policy, Social Policy, Social Development, Community Development, or other relevant disciplines, with specialized training in conflict resolution,
 - Five years of progressively responsible professional work experience at the national and international levels in programme management, monitoring and evaluation, in a related field.

Remuneration: An attractive package will be applicable at the UN salary scale including social security benefits.

Submission of Applications:

Applications from qualified South Sudanese nationals, accompanied by updated CV in English and a completed United Nations Personal History Form, **(which can be downloaded from our website at www.unicef.org/employ)** should be sent to the address below by on or before **Friday 13th July 2012**. UN/UNICEF staff members are requested to enclose their 2 most recent Performance Evaluation Reports with their applications. Send application to: **Human Resources Officer**

UNICEF South Sudan Country Office, Juba. OR PREFERABLY: Email: jubavacancies@unicef.org.

Vacancy # UNICEF VA 2012/06/08 – Programme Specialist, (NO-C), Bor

UNICEF is committed to gender equality in its mandate and its staffs. Qualified female candidates and persons with disabilities are encouraged to apply. Only short-listed candidates will be contacted.

UNICEF is a smoke-free environment, Zero tolerance of sexual abuse and exploitation is our policy