

**Position Title: Representative, P-5, Lusaka, Zambia**

*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 70 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.*

**Purpose for the job:**

The Representative serves as the accredited representative of the UNICEF Executive Director in the Country and reports to the Regional Director for general direction. The Representative is responsible for establishing dialogue with the government to develop the framework of cooperation in the country and for working closely and collaboratively with the government and national institutions, stakeholders and partners, to develop the UNICEF Country Programme of Cooperation in support of UNICEF's and national and international development efforts to advance children's rights to survival, development and well-being as established under the Convention on the Rights of the Child, international treaties/framework and UN intergovernmental bodies.

As Head of a complex and relatively large size Country Office, the Representative is responsible for managing and supervising the Country Office (CO) programmes/projects and operations, providing leadership and vision to the UNICEF country programme team in managing and leveraging resources for the achievement of results and fulfilment of the rights of children. The Representative leads and manages the various programme sectors and operational service teams ensuring delivery of quality results in accordance with the UNICEF Strategic Plans, standards of performance and accountability framework, ethics and integrity.

**Key function, accountabilities and related duties/tasks:**

- Overseeing development and implementation of the Country Programme of Cooperation with the national government.
- Monitoring and quality assurance of the Country Programme.
- Leading the UNICEF team and managing the Country Office, ensuring oversight and risk management.
- Overseeing the management of large scale programming funds entrusted to UNICEF by donors and government.
- Mobilising resources from the public sector, and private sector.
- Representation and external relations at global, regional and national level.
- Building alliances, mobilizing resource and working effectively with partners in the UN system and non-governmental sector.
- Leading innovation, knowledge management and capacity building.
- Overseeing the safety and security of staff, programmes and organizational assets.

**Minimum Requirements:**

- An Advanced University Degree in social sciences, international relations, government and public relations, public or social policy, sociology, social or community development or other related fields, is required.
- A minimum of 10 years professional development experience that combines managerial and technical leadership in development cooperation at the international level, some of which served in developing countries is required. Relevant professional experience in any UN system agency or organization is an asset.
- Oral and written proficiency in English is required. Knowledge of another official UN language or a local language is an asset.

## **Country Typology:**

- Low income country
- Developing access to social infrastructure and social services
- High under-five mortality and prevalence of HIV
- Delivering as one UN programming context
- Relatively large size UNICEF Country Office
- Extensive development partner environment

## **Person Profile:**

- Strong management skills and track record at the international level.
- International and developing country knowledge and practical field experience, in the areas of programme and operations.
- Strong experience in policy advocacy and upstream work.
- Emergency preparedness and response, and related capacity building support experience, at country and international levels.
- Proven knowledge and experience in formulating strategies and managing a large size programme (sectoral, development, humanitarian, advocacy, policy dialogue and capacity building).
- Experience in engagement in policy level dialogue and on development aid effectiveness.
- Substantive knowledge of application of a human rights-based approach in practice, and results-based programming.
- Experience in ensuring integration and synergy across sectoral in accordance with best practices
- Political maturity and strong diplomacy skills that translate in the ability to work with a range of partners particularly on issues of governance and human rights
- Demonstrated capacity to build inter-sectoral and inter-agency technical programme partnerships, and mobilize resources.
- Ability to direct and foster strategic partnerships and mobilize resources
- Proven capacity to lead, motivate and develop a large size team.
- Strong people management skills.
- Proven risk management skills and efficient management of financial resources.

## **Competencies of Successful Candidate:**

### **Core Values**

- Commitment
- Diversity and inclusion
- Integrity

### **SSR Competencies**

- Delivering results
- Managing complexity and change
- Impact and partnership
- Innovation and risk taking
- Leading, engaging and nurturing
- Self-awareness

Applications will be considered only if accompanied by an updated Cover Letter and CV, as well as the two most recent PERs (for internals) / Evaluations (for externals). Regret letters will only be sent to shortlisted candidates. Regret letters will only be sent to shortlisted candidates.

*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 organization.*