Position Title: Representative, P-5, Eastern Caribbean Area, Bridgetown, Barbados

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 Program of Cooperation in support of UNICEF’s and national and international development efforts to advance children’s rights to survival, development and wellbeing as established under the Convention on the Rights of the Child, international treaties/framework and UN intergovernmental bodies.

As Head of a small size Area Office covering 12 countries and territories, the Representative is responsible for managing and supervising the CO programs/projects and operations, providing leadership and vision to the UNICEF multi-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 program 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:

- Developing and planning the Multi-Country Program
- Leading and managing the CO
- Monitoring and quality control of the Multi-Country Program
- Representation and external relations at global/national level
- Building alliance, resource mobilization and UN System coordination
- Leading innovation, knowledge management and capacity building
- Safety and security of staff, programs 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. (Spanish would be an asset for the LAC Region.)
Country Typology:

- The duty station of Barbados is a High Income country, with a population of 0.285 million and a GDP per capita of USD 15,360.1 in 2014. The Office for the Eastern Caribbean Area covers 8 independent Middle to High Income Countries and 4 Overseas Territories of the United Kingdom with a total area population of approximately 2.5 million.
- Bridgetown, Barbados is a Family duty station.
- Bridgetown, Barbados is an "A" Duty Station. (Source: International Civil Service Commission, effective 01/Jan/2016)
- While the countries are MIC/HIC with fairly developed infrastructure and good facilities, as small island developing states, the ECA are highly vulnerable to external shocks with limited human resource and budgetary capacity.
- Within the structure for 2017-2021, the office will operate with 24 posts (5 IPs, 9 NPs, 9GSs, and 1 co-shared position for Fundraising), including out-posted staff. The expected throughput for the new five year programme (2017-2021) are US$17,500,000 from regular resources, US$6,600,000 from others resources and approximately US$7,000,000 from management funds totalling US$31,100,000.
- Three components of the 2017-2021 Multi-country programme of Social Protection, Child Protection and Life Long Learning are underlined by the need to strengthen social data for monitoring child rights and programme results. Up-stream programming with strong focus on advocacy and institutional capacity development demands a flexibility to apply strategic interventions among the variations of the respective country contexts. The main challenges relate to working with 12 country contexts with a small programme and operations support team with limited funding. Partnerships and leveraging resources are key for achieving programme targets.
- With extremely limited OR funding options and low allocation of regular resources to cover 12 countries and territories, innovative and strategic programming approaches are critical for the effective delivery of the multi-country programme.

Person Profile:

- Experience in management positions (e.g. Head of Office or Representative), especially in small budget and small to medium size programmes and offices.
- Strong experience with Multi-Country Programme and interaction with sub-regional institutions a distinct advantage. Openness to high level of travel requirements to establish and sustain a network of partners in 12 countries and territories.
- Ability to motivate and communicate with diverse people to work collaboratively at a variety of levels in a country office, in a wider UNICEF team and working with partners and stakeholders outside the organization. The incumbent must be able to ensure the quality of team results and team morale.

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.

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.