Position Title: Special Representative, D-1, East Jerusalem, State of Palestine

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 context 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 with the government and for working closely and collaboratively with it and national institutions, stakeholders and partners, to develop the UNICEF Program 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 medium-size Office, the Representative is responsible for leading and guiding managers of programs/projects and operations supporting programs, providing leadership and vision to the UNICEF team in managing and leveraging resources for the achievement of results and fulfilment of the rights of children. The Representative leads and oversees 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 Program of Cooperation
- Leading and managing the Office
- Monitoring and quality control of the Program of Cooperation
- 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 12 years professional development experience that combines intellectual and managerial 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. Fluency in Arabic is highly desirable. Knowledge of another official UN language or a local language is an asset.

Country Typology:

- East Jerusalem, State of Palestine is a Family Duty Station.
- East Jerusalem, State of Palestine is a "B" Duty Station. (Source: International Civil Service Commission, effective 01/Jan/2016)
- Middle income setting.
- Highly "visible" in international arena, with presence of all major media outlets.
- Humanitarian response related to violence and conflict, in complex and sensitive geo-political context.
- Middle size office, with a number of international and national staff.
- High security concerns.
- This area has high security concerns – Jerusalem (Low), West Bank (Moderate) and Gaza (Substantial and non-family duty station), with limited mobility in country. Movement of national staff is severely restricted with military control at checkpoints and crossings causing significant delays and security concerns.
- Successful candidate must have patience and perseverance to cope with and lead national staff living and working in a restrictive and highly sensitive environment, and international staff in Gaza living and working in a non-family environment. The main Office is located in East Jerusalem.

**Person Profile:**

Previous experience as a Representative with excellent people skills and knowledge of humanitarian affairs. You should have the capacity to work at senior level, manage a medium to large office in a middle/high income setting and excel in complex political settings. In particular, the individual must have:

- Excellent representational and communication skills with judgment and capacity to ensure both "soft diplomacy" and advocacy in a humanitarian context with rights violations.
- Combined political savvy, tact and assertiveness to face unexpected challenges due to a sensitive, unstable and unpredictable political environment.
- Capacity to manage relations and strategize with counterparts requiring sound professional knowledge of UNICEF issues/priorities.
- Proven ability to negotiate with diverse and influential actors including non-state actors.
- Sound programmatic knowledge of development and humanitarian contexts to provide visibility for UNICEF programs and achieve results for children, with focus on equity and gender issues.
- Excellent networking, partnership, fundraising and capacity building skills; with strong team spirit to provide leadership for children with key stakeholders and the United Nations Country Team.
- In addition, you should be dynamic, with solid managerial, operational and team building skills and the capacity to lead and motivate a diverse team of international and national staff in an unstable/insecure and protracted humanitarian crisis. A strong background and knowledge of risk and security assessments as well as emergency preparedness is required.

**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.*