

Position Title: Chief, Polio Eradication, P6, Islamabad, Pakistan

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:

Overall lead for polio eradication interventions in the Pakistan Country Office for delivering on UNICEF accountabilities in the polio eradication efforts in Pakistan is as part of the president's augmented national emergency action plan. This covers communication and social mobilization responsibilities, vaccine management, operational aspects and ensuring strong interface with Government of Pakistan at various levels, Liaison at federal level with office of the Prime Minister in the polio cell and key ministries such as MOIPC. At provincial levels officials including the Governor, Chief Minister, Deputy Commissioner, Chief Secretary, Health Minister and other staff in the administration. Work closely with donors, polio partners (such as WHO, Rotary International, Centers for Disease Control and Prevention (CDC), Bill and Melinda Gates Foundation), UNICEF Headquarters, Programme Division, Regional Office and within UNICEF PCO Representative, Section Chiefs, Provincial Field Office Chiefs. The lead functions includes monitoring the polio programme and operating environment in Pakistan and liaison with the UNICEF Offices in India and Afghanistan for collaboration and cross border coordination. Participating and leading PCO responsibilities as part of the review meetings such as the National Steering Committee, NEAP reviews, Polio Oversight Board, IMB, KAP studies, communication and social mobilization reviews. Regularly monitoring and on the basis of reviews and feedback adapting UNICEF strategies and action for effective response and partnership with Government and other global and national polio partners. The work also includes overseeing development and implementation UNICEF work plans, mid and end of year reviews. The incumbent ensures the preparation of an annual budget to support polio eradication activities (communication, operations and vaccine procurement), prepares funding proposals and tracks and coordinates the preparation of donor reports. Represents UNICEF at national, regional and global fora related to polio eradication.

Major Duties and Responsibilities:

Strategic planning and coordination:

Provide overall operational and technical guidance, to implement the national polio eradication strategy with specific focus on communication, vaccinator training and ensuring timely delivery of the appropriate polio vaccine. Ensure the ongoing reviews and deployment of the polio eradication strategy is informed by technical inputs (epidemiology and communication). In coordination with the WHO and UNICEF Health and Communication Officers, ensure that polio operational and communication activities are guided by data (social, epidemiological) special reviews and studies. With technical inputs from Chiefs Health and Supply, provide overall guidance to UNICEF's technical inputs on polio epidemiology to GoP and WHO. Coordinate with the GoP, partners and donors and Supply Division to ensure the timely procurement and delivery of polio vaccine for each SEA. Promote polio plus through programme convergence with other PCO programme staff and within the DAO one UN. Ensure security risk management aspects in relation to polio eradication programming in high risk environment including security risks issues in relation to staff.

Performance Management of the Polio Unit:

Oversee day-to-day operations of the Polio Unit in Islamabad and directly supervise International and National professional Specialists, officers and general support staff assigned to the polio team across all five offices. Lead regular meetings of the team. Lead and manage human and financial resources in consultation with the

Provincial Field Office Chiefs. Ensure the smooth financial management of polio eradication activities (communication, social mobilization, vaccine management, across all five offices.

Government and partner coordination, media coordination:

Coordinate and guide UNICEF's leadership role and participation in regular and systematic review meetings, planning sessions and advocacy opportunities with the federal and provincial Governments and partner agencies, particularly WHO, BMGF, Rotary and USAID. Ensure timely engagement with partners at the national level on social mobilization and communication activities and polio immunization operational and technical matters. Provide regular updates to senior management at UNICEF on the status of UNICEF's partnership with Government and other agencies vis a vis polio, and advise senior managers on appropriate advocacy opportunities for media relations, donor relations and government/partner relations_

Donor reporting and fund raising:

Coordinate inputs and finalize donor proposals and reports related to UNICEF-supported polio activities in Pakistan. Similarly, provide inputs and cost estimates for activities and supplies to support polio eradication (operational, communication, vaccine) in fund raising proposals, in collaboration with Provincial offices.

Minimum Requirements:

Advanced University degree or equivalent working experience.

Thirteen (13) years of progressively responsible professional work experience at national and international levels in programme implementation, culminating in executive management position. Experience in Polio Eradication is an asset.

Fluency in English is required. Knowledge of another UN official language and local working language(s) of the duty station is desirable.

Person Profile:

A proven strong leader and manager with the ability to work successfully with government and polio eradication partnership.

Competencies of Successful Candidate:

Core Values

- Commitment
- Diversity and Inclusion
- Integrity

Technical Knowledge

- a) Specific Technical Knowledge Required (for the job)
- Executive Board and other policy Documents, ExDirs and PROS related to the areas of expertise.
 - CRC, CEDAW and other human rights instruments/standards.
 - Broad knowledge of UNICEF programme policy, procedures and guidelines.
 - CCA/UNDAF Guidelines directives from UNDOILUNDG.
 - Thorough knowledge of MDG; Mid-Term Strategic Plan.
 - Regional Office programme documents and work plan.
 - National Development Plans, Policies and relevant legislation.
 - Knowledge of latest research and technical innovations in the areas of programme.

b) Common Technical Knowledge Required (for the job group)

- Knowledge of programme management, methodology and practical application. Knowledge of current theories and practices in research and programme strategy.
- Knowledge, skills and leadership for managing teams, budgets and project execution.
- Knowledge of computer systems, including internet navigation, office applications, network and communications.
- Knowledge of United Nations, NGOs, or other international organizations.
- Good understanding of world affairs, current events and international development issues. Knowledge of global human rights and humanitarian affairs issues, specifically relating to children and women, and current UNICEF position and approaches.
- UNICEF programme visions, goals, strategies, positions, policies and guidelines. Thorough knowledge of UNICEF programme manual and UNICEF publications.
- Rights-based and results-based management and programming approach in UNICEF.
- UNICEF policies and strategy to address global, regional and national priority issues.
- Emergencies and emergency preparedness.
- UNICEF administrative and financial policy and guidelines.

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.