



UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

I. Post Information

Job Title: **Programme Officer (Climate Change and Emergency)**

Supervisor Title/ Level: Deputy

Representative, /P4

Organizational Unit: Programme

Post Location : Yerevan, Armenia

Job Level: NOB

Job Profile No.:

CCOG Code:

Functional Code:

Job Classification Level: NOB

II. Organizational Context and Purpose for the job

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the organization does — in programs, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children's rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favoritism. To the degree that any child has an unequal chance in life — in its social, political, economic, civic and cultural dimensions — her or his rights are violated. There is growing evidence that investing in the health, education and protection of a society's most disadvantaged citizens — addressing inequity — not only will give all children the opportunity to fulfill their potential but also will lead to sustained growth and stability of countries. This is why the focus on equity is so vital. It accelerates progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nations.

Armenia is prone to several types of natural disasters, often exacerbated by climate change and environmental degradation, which impact children in multiple ways. Over the last several years, Armenia has undergone multiple emergency situations, with persistent residual geopolitical risks that need to be constantly monitored, given its geographic location. The resilience portfolio of the UNICEF Country Programme is designed to address these challenges within the broader framework of the UN Sustainable Development Cooperation Framework with the Government of Armenia. It includes programmatic components on climate change, disaster risk reduction (DRR) and coordination of emergency response and preparedness.

Job organizational context

The Programme Officer (Climate Change and Emergency), TA at the NOB level, will be based in the UNICEF Armenia office in Yerevan and report to the Deputy Representative P4. As part of the programme team, the post holder will be expected to collaborate across sectors.

Purpose for the job

The purpose of this position is two-fold:

- leading DRR programming and coordinating the climate change portfolio, which is also mainstreamed throughout the country programme. The focus will be on addressing climate and environment-related risks to children, supporting evidence-based policy development and advocacy for risk mitigation, and supporting climate finance efforts to enable adequate national investments in climate change adaptation and mitigation.

- Supporting senior management and the CO in coordination of the residual emergency response efforts as well as leading on emergency preparedness and humanitarian-development-peace nexus efforts, considering relevant risk scenarios.

III. Key functions, accountabilities and related duties/tasks

KEY ACCOUNTABILITIES and DUTIES & TASKS

Climate change-related programming:

- Contribute to further developing and managing the climate change programme as part of the new Country Programme.
- Coordinate implementation, monitoring and reporting of UNICEF-supported climate change interventions mainstreamed across the Country Programme, and directly implement climate change-related activities of cross-sectoral nature.
- Support evidence generation activities on climate change and implications on children to inform advocacy efforts in collaboration with relevant sections in the Country Office.
- Provide technical assistance to the Country Office when defining UNICEF's positioning on child-related aspects in relation to climate change, as well as to national planning and policy-making processes for the incorporation of child-sensitive considerations in climate change-related measures.
- Identify and support active engagement in strategic opportunities and partnerships on climate finance and other leveraging options.
- Liaise with donors and coordinate monitoring, reporting and other accountability aspects.
- Provide technical support to national delegations to COP, to ensure child rights aspects are considered in Armenia's contributions to global debates.
- Liaise with the relevant UNICEF Center of Excellence for effective specialized technical assistance and overall coordination on programmes.
- Stay abreast of relevant global and local development trends and latest UNICEF policies/guidelines relevant to the climate and environment programme.
- Capture and synthesize lessons and stimulate uptake of knowledge emerging from the climate change programming across the Country Programme.

Disaster Risk Reduction (DRR)-related programming:

- Contribute to further developing and managing the DRR programme as part of the new Country Programme.
- Coordinate implementation, monitoring and reporting of UNICEF-supported DRR interventions mainstreamed across the Country Programme, and directly implement DRR-related activities of cross-sectoral nature.
- Provide technical assistance to the Country Office when defining UNICEF's positioning on child-related aspects in relation to DRR, as well as to national planning and policy-making processes for the incorporation of child-sensitive considerations in DRR-related measures.
- Liaise with the relevant UNICEF Center of Excellence for effective specialized technical assistance and overall coordination on DRR.
- Stay abreast of relevant global and local development trends and latest UNICEF policies/guidelines relevant to DRR.
- Capture and synthesize lessons and stimulate uptake of knowledge emerging from DRR programming across the Country Programme.

Emergency-related programming:

- Provide professional assistance in risk analysis to identify/reassess emergency-prone conditions/situations and contribute to early warning and timely emergency preparedness.
- Coordinate formulation/adjustment of Country Office contingency plans in preparation and response to emergencies, contribute to UN inter-agency contingency planning; support sectors in the implementation of both and monitor compliance with minimum preparedness standards.
- Collect and analyze available data on evolving emergency risks and their implications. Map resources in emergency prone areas. Keep an effective flow of information and communication to enable planning and implementation of emergency measures.

- Liaise with and maintain a network of national and local partners (particularly in emergency-prone areas, including more systematically in Syunik region also through periodic visits) to coordinate emergency preparedness effectively and sustainably.
- Assist in organizing and conducting staff capacity building in emergencies preparedness and response. Provide briefing to senior management, as required.
- Liaise with the UNICEF ECAMENA Regional Emergency team for effective specialized technical assistance and overall coordination.
- Stay abreast of relevant global and local trends and latest UNICEF policies/guidelines relevant to emergency preparedness and response;
- Capture and synthesize lessons and stimulate uptake of knowledge emerging from the CO experience in emergency response, preparedness and humanitarian-development nexus.
- Coordinate planning and implementation of peace-building programming as relevant.
- *In the event of an emergency*, promptly assist in implementing the initial operational tasks relating to emergency assistance. Immediately collect reliable information to verify the nature and extent of the emergency and report to senior management. Provide input in and contribute toward determining priorities and an appropriate response by UNICEF. Coordinate with national and local authorities and other partners to make a rapid assessment as defined by the Core Commitments for Children in Emergencies. Establish contact with national and local authorities, UN agencies, and other partners. Coordinate emergency response implementation, monitoring and reporting as relevant depending on the level of the emergency as determined by the organization.

III. Qualification and competencies

1. Education

University degree in one of the following fields: Social Sciences, International Relations, Public Administration, Social Policy, Social Development, or related disciplines.

2. Work Experience

Two years of relevant professional work experience in programme/project development, planning, implementation, and monitoring.

Field work experience is required.

Experience in climate change, disaster risk reduction, emergency response/preparedness or closely related topics is required

Demonstrable analytical skills to assess situations and propose workable solutions are required

Knowledge and familiarity with Child Rights is an asset.

3. Language Proficiency

Fluency in English and Armenian is required. Knowledge of Russian is an asset.

4. UNICEF values and competency Required (based on the updated Framework)

i) Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability
- Sustainability

ii) Core Competencies

- Demonstrates Self Awareness and Ethical Awareness (2)
- Works Collaboratively with others (2)
- Builds and Maintains Partnerships (2)
- Innovates and Embraces Change (2)
- Thinks and Acts Strategically (2)
- Drive to achieve impactful results (2)
- Manages ambiguity and complexity (2)