



## Social Policy Associate

ONSITE

UNITED REPUBLIC OF TANZANIA

### GENERAL INFORMATION

<b>Host Entity:</b>	UNICEF
<b>Country of Assignment:</b>	United Republic of Tanzania
<b>Duty station:</b>	Dar es Salaam
<b>Volunteer Category:</b>	National UN Youth Volunteer
<b>Number of Assignment(s):</b>	2
<b>Expected Start Date:</b>	01/02/2025
<b>Duration:</b>	12 Month(s)
<b>Possibility of Extension:</b>	No
<b>Sustainable Development Goal:</b>	1. No poverty
<b>DoA ID:</b>	1771802124070144

### DETAILS

#### ORGANISATION MISSION AND OBJECTIVES

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UNICEF works in over 190 countries and territories to save children's lives, defend their rights, and help them fulfil their potential, from early childhood through adolescence. At UNICEF, we are committed, passionate, and proud of what we do. Promoting the rights of every child is not just a job – it is a calling. UNICEF is a place where careers are built we offer our staff diverse opportunities for personal and professional development that will help them develop a fulfilling career while delivering on a rewarding mission. We pride ourselves on a culture that helps staff thrive, coupled with an attractive compensation and benefits package. Visit our website (<https://www.unicef.org/>) to learn more about what we do at UNICEF. At the core of UNICEF's universal mandate is our commitment to protect and uphold the rights enshrined in the Convention on the Rights of the Child (CRC) for all children – without discrimination and without leaving any child behind. The rights enshrined in the CRC apply equally to all children in a country, including children who are non-nationals or stateless, refugee and international migrant children. There is growing evidence that investing in the health, education, social protection, and protection of a society's most disadvantaged residents – addressing inequity – not only will give all children the opportunity to fulfil their potential, but also will lead to sustained growth and stability of countries. A dedicated focus on children on the move is critical to meet the SDGs commitment to leave no one behind. UNICEF's Strategic Plan (2022-2025) reflects children on the move across Goal Areas and as an important cross-cutting priority, supporting global commitments such as the Global Compact

for Safe, Orderly and Regular Migration and Global Compact on Refugees. The Strategic Plan commits UNICEF to a renewed focus on inclusion of children on the move into education, child protection and social protection systems to tackle root causes for forced displacement or unsafe migration, discrimination and exclusion. The Youth on the Move UNV programme was designed by UNICEF in collaboration with UNV to provide refugee, displaced and migrant youth between the ages of 20-32, who face learning to earning barriers, with a paid 12-months volunteer opportunity. Eligibility criteria include: • Young people aged 20-32 • Internally Displaced Persons (IDPs) and migrants • In their motivation statement, applicants can demonstrate they face learning to earning barriers • Female candidates are strongly encouraged to apply • Hosting offices are encouraged to ensure application processes are accessible to youth on the move with disabilities • Applicants are requested to outline in their motivation statement their own displacement or migration experience and barriers they have faced to access learning and employment opportunities as this will be taken into account when assessing eligibility.

## **ASSIGNMENT CONTEXT**

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The UN Volunteers will support the Social Policy, Research, and Evaluation (SPRE) team by conducting simple analysis, literature reviews for ongoing projects, and developing concept notes for new initiatives. Key responsibilities will also include organizing policy advocacy events and preparing for stakeholder meetings. This role involves collaborating with various partners to help improve services and opportunities for children, making sure their needs are prioritized in policies and programs that shape their future

## **TASK DESCRIPTION**

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Under the direct supervision of the Research & Evaluation, Manager, the UN Volunteers will undertake the following tasks:

### 1. Simple Data Analysis:

- Perform basic analysis of data related to ongoing social policy projects, such as child poverty, education, or social protection.
- Assist in reviewing national statistics and reports to extract relevant information that can inform policy discussions.

### 2. Literature Reviews for Ongoing Projects:

- Conduct reviews of existing research and reports to gather insights on issues affecting children, such as social protection, public finance, and child well-being.
- Summarize findings to support project teams in understanding current trends and gaps in policy research.

### 3. Development of Concept Notes for New Initiatives:

- Support draft concept notes outlining ideas for new projects or initiatives, incorporating data, research, and stakeholder feedback.
- Assist in identifying potential areas of improvement in child-focused policies and services.

### 4. Organizing Policy Advocacy Events:

- Help coordinate logistics and planning for events aimed at promoting policies that support child well-being, such as workshops, roundtables, and conferences.
- Work with partners and stakeholders to ensure smooth event execution, including drafting agendas, managing invitations, and preparing materials.

## 5. Preparation for Stakeholder Meetings:

- Support the preparation of briefing notes, presentations, and background documents for meetings with key stakeholders, including government officials, NGOs, and international partners.
- Assist in organizing meeting logistics and documenting key discussions or follow-up actions.

These tasks are designed to help the UNV gain hands-on experience in policy development, advocacy, and coordination, while contributing to the well-being of children.

## ELIGIBILITY CRITERIA

<b>Age:</b>	18-80
<b>Nationality:</b>	Candidate must be a national or legal resident of the country of assignment.
<b>Required education level:</b>	Bachelor degree or equivalent
<b>Area(s) of specialisation:</b>	Community development.

## REQUIREMENTS

### REQUIRED EXPERIENCE

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1 year(s) of experience in community engagement.

Education: Applications will be considered from candidates who have completed secondary level education or youth educational programmes.

Other requirements:

- Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, religious and youth organizations.
- Self-motivation and ability to adapt professionally in a challenging environment and work effectively in a multicultural team of international and national personnel
- Proficient digital skills to deliver the assignment, including proficiency in Microsoft Office applications (Excel, Word, among others), email, and internet.
- Demonstrate UNICEF's values of Care, Respect, Integrity, Trust, Accountability and Sustainability (CRITAS)

### LANGUAGE

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Language	Proficiency	Required
English	Fluent	Yes
Kiswahili	Fluent	No

### COMPETENCIES AND VALUES

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- Commitment to Continuous Learning
- Communication
- Creativity
- Empowering Others
- Ethics and Values
- Integrity
- Judgement and Decision-making

- Knowledge Sharing
- Respect for Diversity
- Self-Management
- Working in Teams
- Adaptability and Flexibility
- Building Trust

## **OTHER INFORMATION**

### **LIVING CONDITIONS AND OTHER REMARKS**

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Working at UNICEF in Dar es Salaam, the largest city in Tanzania, offers a dynamic environment with a blend of modern infrastructure and traditional culture. The city has a growing expat community, good access to healthcare, and international schools, making it relatively comfortable for those moving for work. However, like many rapidly urbanizing areas, Dar es Salaam faces challenges such as traffic congestion. The cost of living can vary, with affordable options available alongside higher-end accommodations. Despite these challenges, the city's coastal location provides a vibrant lifestyle with access to beaches, cultural events, and a rich history, making it an exciting place to live and work

<https://www.unv.org/>

### **INCLUSIVITY STATEMENT**

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United Nations Volunteers is an equal opportunity programme that welcomes applications from qualified professionals. We are committed to achieving diversity in terms of gender, care protected characteristics. As part of their adherence to the values of UNV, all UN Volunteers commit themselves to combat any form of discrimination, and to promoting respect for human rights and individual dignity, without distinction of a person's race, sex, gender identity, religion, nationality, ethnic origin, sexual orientation, disability, pregnancy, age, language, social origin or other status.

### **REASONABLE ACCOMMODATION**

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UNICEF offers reasonable accommodation for UN Volunteers with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the recruitment process and afterwards in your assignment.

### **NOTE ON COVID-19 VACCINATION REQUIREMENTS**

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In addition to duty station-specific vaccine requirements, appointments are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the appointment. It does not apply to UN Volunteers who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their contracts.

### **SCAM WARNING**

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The United Nations does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. Should

you receive a solicitation for the payment of a fee, please disregard it. Furthermore, please note that emblems, logos, names and addresses are easily copied and reproduced. Therefore, you are advised to apply particular care when submitting personal information on the web.

**Interested in this Assignment?**

**APPLY NOW**



*We are*  
inspiration  
in action

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