

Ministry of Social Development (MOSD)

Terms of Reference

NSPS Implementation Support Unit (ISU)

Senior Officer – Karama (Social Assistance Pillar)

Position Title: Senior Officer – Karama (Social Assistance Pillar)

Duty Station: MOSD, Amman, Jordan

Reports to: ISU Manager

Duration: Full-time, renewable annually

1. Background

The National Social Protection Strategy (NSPS) is the overarching framework for social protection in Jordan. The NSPS is designed to guide the development and implementation of a comprehensive set of programmes and interventions across three main pillars: Social Assistance, Social Security, and Social Services. A cross-cutting pillar on Shock Responsiveness ensures the system can adapt and respond effectively to crises and external shocks, strengthening the resilience of individuals and households.

The NSPS is governed by a Higher Steering Committee chaired by the Minister of Social Development and composed of key stakeholders across government and non-governmental sectors engaged in social protection.

Under the overall leadership of the Ministry of Social Development, the Government of Jordan launched the updated NSPS 2025–2033 in May 2025. The strategy aligns with the Economic Modernization Vision (EMV) and strengthens resilience, sustainability, and inclusion.

The NSPS pillars include:

- **Social Assistance (Karama)** – led by the National Aid Fund (NAF)
- **Social Security (Fursa)** – led by the Social Security Corporation (SSC)
- **Social Services (Tamkeen)** – led by MOSD
- **Shock Responsiveness (Sumood)** – led by the National Center for Security and Crisis Management (NCSCM)

The **Implementation Support Unit (ISU)** within MOSD serves as the operational hub supporting coordination, monitoring, and implementation of the NSPS and the Resilient and Sustainable Social Protection Program (RSSP).

Within the ISU, four Pillar Senior Officers will provide technical leadership and coordination for the implementation of each pillar.

2. Pillar Description

The **Karama pillar focuses on social assistance for vulnerable households**, ensuring minimum income security and improved access to basic services. The pillar is led by the National Aid Fund (NAF) and supports the expansion, efficiency, and integration of social assistance programs.

Key areas include:

- Administration and strengthening of the **unified cash transfer program**.
- Improving **targeting, coverage, and inclusion** of poor and vulnerable households.
- Strengthening linkages between cash transfers and **complementary services such as health, education, and social services**.
- Improving **adaptive social protection systems** to respond to shocks and crises.
- Supporting delivery systems such as **the National Unified Registry (NUR)** and social registry systems.

3. Roles and Responsibilities

The **Karama Senior Officer** will provide strategic leadership, technical guidance, and coordination for the implementation of the **Social Assistance pillar** under the National Social Protection Strategy.

a) Strategic Leadership and Technical Oversight

- Lead the planning, implementation, and monitoring of Karama pillar activities under the NSPS 2025–2033 and RSSP, in coordination with MOSD, the National Aid Fund (NAF), and other implementing institutions.
- Provide technical advice to MOSD, NAF, and other relevant stakeholders on social assistance policy and programs, including cash transfer programs and complementary support mechanisms.
- Support improvements in targeting systems, beneficiary management, and delivery systems, including strengthening linkages with the National Unified Registry and other social protection systems.
- Contribute to the development and review of annual work plans, implementation strategies, and budgets related to social assistance programs.

- Prepare policy briefs, concept notes, analytical reports, and technical inputs related to social assistance reforms and program effectiveness.

b) Coordination and Stakeholder Engagement

- Coordinate closely with NAF, MOSD units, and relevant ministries involved in the design and implementation of social assistance programs.
- Liaise with other NSPS pillar leads to ensure effective integration between cash assistance, social services, and economic empowerment programs.
- Engage with development partners and civil society organizations supporting social assistance initiatives to promote alignment with NSPS priorities.
- Facilitate technical meetings, consultations, and working groups related to social assistance policy and program implementation.
- Contribute to the preparation of materials and reporting to the NSPS Higher Steering Committee.

c) Monitoring, Evaluation, and Reporting

- Oversee monitoring and evaluation of social assistance programs and interventions under the Karama pillar.
- Support the consolidation of program performance data, results indicators, and analytical insights related to poverty targeting, coverage, and program effectiveness.
- Promote evidence-based learning and adaptive management to improve the effectiveness and responsiveness of social assistance programs.
- Ensure timely preparation of progress reports and implementation updates related to the Karama pillar.

4. Qualifications and Requirements

Nationality: Jordanian

Education:

Master's degree in Social Policy, Political Science, Sociology, Economics, Development Studies, or related fields.

Experience

- Minimum **10 years of professional experience** in social protection or social assistance programs.

- Demonstrated expertise in **poverty targeting, cash transfers, or safety nets.**
- Experience managing **large donor-funded programs.**
- Proven experience producing **policy notes and analytical reports.**

Skills

- Strong leadership and team management skills
- Strong analytical and policy development skills
- Excellent stakeholder coordination skills
- Fluency in **Arabic** and working proficiency in **English**