



Issued on: 12 December 2014

Deadline For Application: 30 January 2015

POSITION TITLE:	Coordinator (ACSA Facilitation Unit)	GRADE LEVEL:	P-5
		DUTY STATION:	Rome, Italy
ORGANIZATIONAL UNIT:	Office of the Deputy Director-General, Coordinator for Natural Resources (DDN)	DURATION *:	Fixed-term: 1 year
		POST NUMBER:	unidentified
		CCOG CODE:	1.R

Qualified female applicants and qualified nationals of non-and under-represented member countries are encouraged to apply.

Persons with disabilities are equally encouraged to apply.

All applications will be treated with the strictest confidence.

The incumbent may be re-assigned to different activities and/or duty stations depending on the evolving needs of the Organization.

Organizational Setting

The Global Alliance for Climate-Smart Agriculture (ACSA) was launched during the UNSG Climate Summit in September 2014. The Alliance is envisaged as a broad, open and inclusive platform with a broad range of stakeholders as members. It is focused on food security, nutrition and climate change, to support the adoption and implementation of climate-smart agriculture, covering all agricultural sectors. The operations of the Alliance are supported by a Facilitation Unit that is hosted by FAO and financially supported by a multi-donor trust fund.

The overall mandate of the Facilitation Unit is to facilitate the full establishment and the operations of the Alliance, including administration, organization of meetings, communications, monitoring and reporting, facilitating the membership, knowledge collation and dissemination, resource mobilization and financial management and facilitating regional and country actions and partnerships. The Facilitation Unit reports to the Chair of the Strategic Committee of the Alliance, while administratively it will be placed under the supervision of the Office of FAO's Deputy Director General, Coordinator for Natural Resources (DDN).

Reporting Lines

The Coordinator falls under the administrative supervision of the Deputy Director-General, Coordinator for Natural Resources (DDN) and reports to the Chair of the Strategic Committee of the Alliance for programmatic and planning issues.

Key Results

The proper establishment and subsequent operational management of the global Alliance for Climate-Smart Agriculture, as a contribution towards improved food security in the face of climate change

Key Functions

- Lead the work of the Facilitation Unit, especially in supporting the needs and requirements of the strategic committee, including the preparation of progress reports, budgets, work plans, etc.;
- Coordinate and supervise required recruitments, Letters Of Agreement and other administrative procedures;
- Coordinate the preparation of ACSA meetings and related background materials;
- Take the lead in the preparation of communication products to share the results of the project;
- Expand ACSA membership and drive partnerships and collaborations;
- Develop technical, analytical, monitoring and reporting frameworks, and related methodologies, tools, systems and databases etc. to support the planning, implementation/delivery and monitoring of programmes of work, projects, products and/or services;
- Provide technical and policy advice to ACSA members;
- Promote the quality / effectiveness of capacity development and knowledge sharing activities between ACSA members;
- Promote international cooperation/advocates best practices, increased policy dialogue and provide technical expertise at international/intergovernmental meetings;
- Lead resource mobilization activities to support ACSA initiatives developed by its members.

CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- Advanced university degree in natural resources management, agricultural sciences, agricultural economics, international relations or a related field
- Ten years of relevant experience in agriculture and/or natural resources related activities, in an international context
- Working knowledge of English, French or Spanish and limited knowledge of one of the other two or Arabic, Chinese or Russian

Competencies

- Results Focus
- Leading, Engaging and Empowering
- Communication
- Partnering and Advocating
- Knowledge Sharing and Continuous Improvement

- Strategic Thinking

Technical/Functional Skills

- Work experience in more than one location or area of work, and knowledge of climate change, agriculture, climate-smart agriculture are required
- Extent and relevance of experience in the formulation and implementation of projects and in providing support to countries for technical assistance in the field of climate change in relation to the agricultural sectors
- Demonstrated experience in multi-sectorial, multi-disciplinary work and in facilitating collaboration and managing partnerships
- Extent and relevance of experience in undertaking facilitation roles within international secretariats or facilitation units.
- Demonstrated results-based management capabilities with an ability to manage programmes, budgets and human resources efficiently under shifting priorities
- Ability to mobilize resources and to deliver against deadlines
- Extent and relevance of experience in organizing international meetings, seminars and training courses
- Excellent communication skills in English are considered a strong asset

Please note that all candidates should adhere to *FAO Values of Commitment to FAO, Respect for All and Integrity and Transparency*.

ADDITIONAL INFORMATION

- All candidates should possess computer/word processing skills.
- Evaluation of qualified candidates may include an assessment exercise which will be followed by a competency-based interview.
- Your application will be screened based on the information provided in your iRecruitment online profile (see “*How to Apply*”). We strongly recommend that you ensure that the information is accurate and complete including employment record, academic qualifications and language skills.
- Please note that FAO will only consider academic credentials or degrees obtained from an educational institution recognised in the IAU/UNESCO list.
- Other similar positions at the same level may be filled from this vacancy notice and the endorsed candidates will be considered for the Employment Roster for a period of 2 years.
- Candidates may be requested to provide performance assessments.

REMUNERATION

A competitive compensation and benefits package is offered. For information on UN salaries, allowances and benefits, click on the following link: <http://icsc.un.org/rootindex.asp>

TO APPLY:

For guidelines to applicants, please visit the Application Toolkit at <http://www.fao.org/employment/current-vacancies/project/en>

Send your application by email to:

V.A **DDN-102-14-PRJ**
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