



Food and Agriculture Organization of the United Nations

## PROFESSIONAL VACANCY ANNOUNCEMENT N°: ESS-861-13-PRJ

Issued on: 9 January 2013

Deadline For Application: 8 February 2013

POSITION TITLE:	<b>Project Coordinator</b> (Chief Technical Advisor)	GRADE LEVEL: <b>P-4</b>
ORGANIZATIONAL UNIT:	<b>Statistics Division (ESS)</b> Economic and Social Development Department	DUTY STATION: <b>Rome, Italy</b> DURATION *: <b>24 months</b> POST CODE/N°: <b>unidentified</b> CCOG CODE: <b>1.E</b>

**Applications from qualified women as well as from qualified nationals of non-and under-represented member countries are encouraged**  
**Persons with disabilities are equally encouraged to apply**  
**All applications will be treated with the strictest confidence**

### DUTIES AND RESPONSIBILITIES

Under the overall supervision of the Director Statistics Division, with technical guidance from the Lead Technical Officer and the Secretary of the Agricultural Market Information System (AMIS), the incumbent will coordinate and oversee the sound implementation of the project "Strengthening Agricultural Market Information Systems Globally and in Selected Countries" (more information on AMIS to be found at [http://www.amis-outlook.org/fileadmin/user\\_upload/amis/docs/market\\_group\\_2/Presentations\\_3\\_Oct7\\_Capacity\\_development.pdf](http://www.amis-outlook.org/fileadmin/user_upload/amis/docs/market_group_2/Presentations_3_Oct7_Capacity_development.pdf)). In particular, the incumbent will:

- lead the preparation and implementation of project work plans and oversee budgets and the delivery of results;
- plan, implement and monitor the financial management of the project, including the revisions of budgets and the monitoring of project expenditures; in consultation with the relevant administrative units;
- manage and supervise project staff, including international and national consultants;
- maintain open communication with resource partners and ensure close collaboration and coordination with project stakeholders, national partners and other relevant agencies ;
- coordinate technical assistance from headquarters to other AMIS teams, national partners and operational units engaged in the design and implementation of the project;
- provide support to the research activities and development of technical guidelines on crop forecasting, stock estimation, food price monitoring and AMIS platforms at global and country levels;
- provide technical backstopping for project field activities;
- organize and conduct seminars, workshops and training courses;
- support and/or represent the project in technical meetings, programme development, other official venues as designated by senior managers including AMIS Secretariat;
- consolidate and edit information for project documents, planning documents and monitoring reports;
- review, edit and finalize periodic progress reports of the project (6 months) giving an account of actual implementation of the activities and outputs compared to that scheduled in the results framework; Prepare the draft Terminal Report of the project in accordance with rules and regulations of FAO; Prepare an end-of-assignment report indicating the main findings, conclusions and recommendations;
- contribute in the formulation of new AMIS projects and support targeted resource mobilisation activities;
- perform other related duties as required.

### MINIMUM REQUIREMENTS

*Candidates should meet the following:*

- Advanced University Degree in Statistics, Economics, Information Systems or related fields
- Seven years of relevant experience (a PhD counts for 2 years experience) in economic analysis, including the compilation, analysis and dissemination of official statistics
- Working knowledge of English and limited knowledge of another FAO language (Arabic, Chinese, French, Russian or Spanish)

### SELECTION CRITERIA

*Candidates will be assessed against the following:*

- Extent of knowledge of Results Based Management, Programme/Project Cycle and experience in field programme development
- Extent and relevance of project management skills (including work planning and budgeting), especially in international environment
- Demonstrated resources mobilization skills
- Level of familiarity in working with public sector officials, preferably in developing countries
- Demonstrated ability to establish priorities and to plan, coordinate and monitor tasks and lead/ supervise teams to achieve results
- Quality of oral and written communication and presentation skills including expert knowledge in drafting and presenting project results
- Extent and relevance of academic qualifications

*Please note that all candidates should possess computer/word processing skills and should be capable of working with people of different national and cultural backgrounds.*

*\* The length of appointment for internal FAO candidates will be established in accordance with applicable policies pertaining to the extension of appointments*

### 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/>

**TO APPLY:** Carefully read and follow the **Guidelines to applicants**

Send your application to:

V.A ESS-861-13-PRJ

CountrySTAT Manager, Statistics Division, ESS

FAO Viale delle Terme di Caracalla 00153 Rome ITALY

Fax No:  
E-mail: VA-861-13-PRJ-ESS@fao.org

Please note that FAO staff members are international civil servants subject to the authority of the Director-General and may be assigned to any activities or office of the organization.

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