



PROFESSIONAL VACANCY ANNOUNCEMENT N°: FOM-816-12-PRJ

Issued on: **20 July 2012**

Deadline For Application: **3 August 2012**

POSITION TITLE:	Programme Officer	GRADE LEVEL:	P3
		DUTY STATION:	Rome, Italy
ORGANIZATIONAL UNIT:	Assessment, Management and Conservation Division (FOM) Forestry Department (FO)	DURATION *:	Fixed-Term: 12 months
		POST CODE/N°:	unidentified
		CCOG CODE:	1.A.11

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 Principal Officer (FOMD) and the direct supervision of the Team Leader UN-REDD Country Implementation (FOMD), the incumbent will provide support and advice in the implementation of the National Programme activities related to the UN-REDD Programme (the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and Forest Degradation in developing countries). In particular, the incumbent will:

- advise and support (sub) Regional Offices and FAO Representations on issues related to FAO's engagement in UN-REDD National Programmes, from formulation stage to implementation;
- provide advice to the UN-REDD team in FAO HQ on issues related to formulation of UN joint programming/ joint programmes, governance and funding of UN joint programmes, operational support issues (e.g. Harmonized Approach to Cash Transfers (HACT) and National Execution (NEX) and project servicing cost policies for joint programmes;
- prepare periodic progress reports and updates for senior management on UN-REDD related issues;
- monitor and analyse information and documents (with focus on joint arrangements with UN system entities) with a view to identifying and disseminating best practices related to the UN-REDD National Joint Programmes and/or joint programming and related operational aspects, working in close collaboration with the UN-REDD Programme Officer located in NRC;
- develop guidance and ad-hoc material on FAO's engagement in UN-REDD National Joint Programmes in line with and for incorporation into the new FAO Project Cycle Guidelines for Joint Programming at country level;
- facilitate the full integration of UN-REDD National Joint Programmes, related guidance and procedures into the new Project Cycle Guidelines on Joint Programming/Programmes and on-line Field Project Management Information System manual, and within the FAO Effective Country Programming (ECP) Learning Programme;
- in close cooperation with the Learning, Performance and Development Branch (CSPL), develop training curriculum, coordinate and deliver training sessions and presentations in decentralized offices and HQ on FAO's engagement in UN-REDD National Joint Programmes, including on linkages to the FAO country planning frameworks;
- identify, in close collaboration with the Natural Resources Department and the Technical Cooperation Department, issues related to UN-REDD which require inter-departmental or inter-agency discussions within the appropriate bodies (including UN-REDD Secretariat, UNDAF Programming Network, UNDAF Fiduciary Management Oversight Group etc.).
- support FAO Management in UN-REDD related inter-agency discussions;
- perform other related duties as required.

MINIMUM REQUIREMENTS

Candidates should meet the following:

- Advanced university degree in international management, political sciences, international relations or related subject
- Five years of relevant professional work experience in development cooperation or policy development, dealing with issues related to UN Joint Programmes and joint programming, inter-agency coordination and operational matters
- Working knowledge of English and of one of the other working languages of the Organization (French, Spanish, Arabic, Chinese, Russian)

SELECTION CRITERIA

Candidates will be assessed against the following:

- Knowledge of FAO's programmes, FAO's project cycle and related corporate information systems
- In-depth knowledge of UN Joint Programmes and related UNDAF guidance and agreements (e.g. MoU), HACT and other harmonized business practices, UNDAF key programming principles and with the UN Reform, particularly at the country level, and demonstrated experience with UN joint programming processes, "Delivering as One" approach at country level and related new funding modalities
- Quality of both oral and written communication skills on technical matters
- Maturity, initiative and drive, high sense of responsibility, ability to effectively plan and organize work

- Extent of language skills

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 **FOM-816-12-PRJ**
Director, FOM
FAO Viale delle Terme di Caracalla 00153 Rome ITALY
Fax No: +39 06 57055137
E-mail: VA-816-12-PRJ-FOM@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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