



Issued on: 1 October 2014

Deadline For Application: 15 October 2014

POSITION TITLE:	PROGRAMME OFFICER (RESILIENCE, FOOD SECURITY AND NUTRITION FOCUS)	GRADE LEVEL:	P-4
ORGANIZATIONAL UNIT:	FAO REPRESENTATION IN MALAWI	DUTY STATION:	Lilongwe, Malawi
		DURATION *:	Fixed term – 1 year
		POST NUMBER:	
		CCOG CODE:	1.A.02

**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 FAO Representation in Malawi has recently developed its Country Programme Framework (CPF) in consultation with government, key development partners, farmer organizations and civil society groups. This process has led to the identification of five key strategic areas for FAO to focus on in the next four years. These areas reflect the sector challenges, key priority areas as identified in the Malawi Growth and Development Strategy, UN Development Assistance Framework, Agricultural Sector Wide Approach (ASWAp) and other sector strategies and take into consideration FAO's comparative advantage.

The five key priority areas are:

- Strengthening of ASWAp governance, coordination and implementation capacity for delivery of tangible food security, nutrition and sustainable agriculture results
- Strengthening availability and access to data, information and statistics for evidence-based decision-making on food security, nutrition and sustainable agriculture
- Support to policy and programmatic action on sustainable natural resources management and climate change in the context of national food security
- Promoting secure land rights and land use planning for sustainable agricultural development and food security
- Support to disaster risk reduction and resilience in the context of reducing hunger and promoting sustainable agricultural development

This position is established against the project: "Building the capacity of most vulnerable households to meet their basic needs and withstand shocks (GCP/MLW/064/MUL)" as well as the Regional Initiative on a Renewed Partnership for a Unified Approach to End Hunger in Africa by 2025. The post is located in the FAO Representation in Malawi.

Reporting Lines

The Programme Officer reports to the FAO Representative. He/She works in close collaboration with the Regional Disaster Risk Management Team and the Delivery Team of the Renewed Partnership for a Unified Approach to End Hunger in Africa by 2025 as well as with the Assistant FAO Representative (Programme).

Technical Focus

Key Results

Develops, implements, evaluates, effective leadership of FAO's response in building resilience of households to shocks in Malawi through food security, nutrition and agricultural development interventions for the project: Building the capacity of most vulnerable households to meet their basic needs and withstand shocks (GCP/MLW/064/MUL)" as well as smooth implementation of Malawi's contribution to the Renewed Partnership for a Unified Approach to End Hunger in Africa by 2025.

Key Functions

- Develops, implements and evaluates assigned programmes/projects, etc.; monitors and analyzes programme/project development and implementation; reviews relevant documents and reports; identifies problems and issues to be addressed and initiates corrective actions; liaises with relevant parties; ensures follow-up actions.
- Performs consulting assignments, in collaboration with the client, by planning facilitating workshops, through other interactive sessions and assisting in developing the action plan the client will use to manage the change.
- Researches, analyzes and presents information gathered from diverse sources.
- Coordinates policy development, including the review and analysis of issues and trends, preparation of impact evaluation or equivalent studies, etc.
- Generates survey initiatives; reviews, analyzes and interprets responses, identify problems/issues and prepares conclusions.
- Organizes and prepares written outputs, e.g. draft background papers, analysis, sections of reports and studies, inputs to publications, etc.
- Provides substantive backstopping to consultative and other meetings, conferences, etc., to include proposing agenda topics, identifying participants, preparation of documents and presentations, etc.
- Initiates and coordinates outreach activities; conducts training workshops, seminars, etc.; makes presentations on assigned topics/activities.

- Leads and/or participates in large, complex field missions, including provision of guidance to external consultants, government officials and other parties and drafting mission summaries, etc.
- Coordinates activities related to budget funding (programme/project preparation and submissions, progress reports, financial statements, etc.) and prepares related documents/reports (pledging, work programme, programme budget, etc.).

Specific Functions

- Supervise and monitor project activities related to the CPF first, third and fifth focus outcomes i.e. ASWAP governance, sustainable land and water resource management, and building resilience of vulnerable households to shocks
- Coordinate, guide, and supervise technical operational, administrative and logistics personnel employed under the " project to ensure timely delivery of the necessary inputs and timely implementation of activities
- Lead the collaboration with UNICEF, UNDP and WFP for the smooth implementation of the project with a view to ensuring full integration of activities and maximum impact, particularly in the planning phase.
- Monitor the budgetary management and accounting of the projects in close collaboration with the Assistant FAOR Programme;
- Coordinate the preparation of briefs and comprehensive reports and ensure timely dissemination of information on food security to the donor community, UN agencies, NGOs in relief and early rehabilitation activities;
- Lead the policy dialogue on resilience initiated with the Ministry of Economic Planning and Development in close collaboration with UNICEF, WFP and UNDP;
- Contribute to analyses and recommendations to FAO Senior Management on options for policies, strategies and programmes that will contribute to achieving the Renewed Partnership for a Unified Approach to End Hunger in Africa by 2025 objective of reducing hunger by 40% by 2017
- Support developing, implementing, monitoring and evaluating the national projects and programmes related to the implementation of the road map of the High Level Meeting Toward African Renaissance: Renewed Partnership for a Unified Approach to End Hunger in Africa by 2025 in Malawi;
- Liaise and coordinate with FAO delivery teams technical inputs for the implementation of the Malawi programme in the framework of the Renewed Partnership for a Unified Approach to End Hunger in Africa by 2025 in close collaboration with the Regional Office, Strategic Objective Coordinators and SO Core Teams

CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- Advanced University degree in agriculture, agricultural economics or related field
- Seven years of relevant experience in project or programme management including in the field of food security and nutrition, disaster risk management and resilience programming in developing countries .
- Working knowledge of English, French or Spanish and limited knowledge of one of the other two or Arabic, Chinese, Russian

Competencies

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement

Technical/Functional Skills

- Work experience in more than one location or area of work, particularly in field positions is desirable
- Extent of knowledge and experience in farmer field schools in the context of climate change adaptation, sustainable agricultural development and natural resource management
- Extent of experience in developing and delivering projects related to food security and nutrition as well as resilience building and disaster risk management
- Demonstrated ability to analyze information as the basis for technical and policy advice for governments and input to national and international meetings
- Work experience in coordination with UN agencies
- Excellent communication skills in English is 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/>

HOW TO APPLY

TO APPLY:

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

Send your application to:

V.A **FRMLW-81-14-PRJ**
FAO Representative
Evelyn Court, Plot 13/31
P.O. Box 30750
Lilongwe 3, Malawi
Tel: (265) (0)1-773-255
E-mail: FAO-MW@fao.org

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