



Food and Agriculture Organization of the United Nations

PROFESSIONAL VACANCY ANNOUNCEMENT N°: IRC3037

Issued on: **5 October 2015**

Deadline For Application: **26 October 2015**

POSITION TITLE:	Senior Officer (UNSCN Secretariat)	GRADE LEVEL:	P-5
ORGANIZATIONAL UNIT:	Nutrition Division, ESN Economic and Social Development Department, ES	DUTY STATION:	Rome, Italy
		DURATION *:	Fixed term: one year
		POST NUMBER:	2005534
		CCOG CODE:	1.I.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 UN System Standing Committee on Nutrition (UNSCN) is the nutrition policy harmonization forum of the United Nations. The mandate of the UNSCN is to promote cooperation among UN agencies and partner organizations in support of community, national, regional, and international efforts to end malnutrition in all of its forms.

The Senior Officer is responsible for the implementation of the duties assigned to the UNSCN Secretariat under the guidance and supervision of the UNSCN Executive Secretary and Chairperson. This consists of providing coordination and technical secretariat support to the UNSCN facilitating collaboration and harmonization of nutrition programmes across the UN system, liaising with other partners, intergovernmental mechanisms, donor agencies, Non-governmental Organizations (NGOs) and Civil Society Organisations (CSOs), Scaling Up Nutrition (SUN) and contributing to a coherent international, interagency strategic response to global nutrition priorities; preparing draft programmes of work; managing agreed programmes of work of the UNSCN; planning and directing follow-up action on decisions and recommendations made by the UNSCN; developing effective resource mobilization strategies; representing the UNSCN in meetings/discussions with international, governmental, nongovernmental bodies, bilateral agencies and the scientific community; maintaining the UNSCN website and social media channels and managing the Secretariat and performing other related duties.

The Senior Officer is responsible for the duties assigned to the UNSCN Secretariat for the implementation of the UNSCN mandate through its agreed annual work plans. The overall responsibility of this post is to provide coordination and technical secretariat support to the UN System Standing Committee on Nutrition, by managing the UNSCN Secretariat, under the guidance of its Executive Secretary, in facilitating interagency coordination in international nutrition, promoting active collaboration between UN Organizations with a mandate in nutrition, as well as liaising with other nutrition actors at the global level using the UN Global Nutrition Agenda as guiding framework.

The post is located in Rome, Italy.

Reporting Lines

The Senior Officer reports to UNSCN Executive Secretary and Chairperson and is supervised by the Director, ESN.

Key Results

To facilitate the coordination, collaboration and harmonization of nutrition programmes across the UN system, thereby contributing to a coherent international interagency strategic response to global nutrition priorities.

Key Functions

- Prepares draft programmes of work and the supporting budget, for consideration by the UNSCN governance structure;
- Plans, organizes and coordinates activities for UN regional and global meetings, convened under the auspices of the UNSCN.
- Manages agreed programme of work of the UNSCN carefully ensuring the work of the UNSCN Secretariat enhances, and does not compete with, the nutrition programmes of UNSCN member organizations;
- Plans and directs follow-up action on decisions and recommendations made by the UNSCN;
- Develops effective resource mobilization strategies involving a wide range of sources, including UN agencies, bilateral or other governmental and non-governmental agencies and ensures agencies/donors provide agreed funding commitments to the UNSCN;
- Upon request of the UNSCN Executive Secretary, represents the UNSCN in meetings/discussions with international, governmental, non-governmental bodies, bilateral agencies and the scientific community;
- Manages the Secretariat including the validity and clearance of the technical contents of all UNSCN reports and publications, supervises assigned support staff, issue all SCN documentation, supports the Executive Secretary to maintain financial control over the UNSCN's income and expenditure, including reports to donors, communications with all participating and collaborating bodies, and the physical accommodation of the Secretariat. This involves utilizing and conforming to FAO's financial, personnel and travel rules and as authorized by the Executive Secretary/Chair, UNSCN;
- Maintains communication through different channels with UNSCN members and the larger nutrition community through the UNSCN website, social media channels, electronic discussion groups, publications and e-letters;

- Works independently with regular dialogue with the UNSCN Executive Secretary and Chair. Willingness to frequently travel;
- Performs other related duties as required.

CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- Advanced University degree in nutrition, public health, social science, or food security with appropriate nutrition-focused postgraduate qualification, or public health with focused studies in nutrition
- Ten years of relevant experience in international nutrition, nutrition policy and programmes and related subjects, including extensive experience in developing or analyzing nutrition programmes and practices with international agencies and governments and at least five years of experience in low and middle income countries
- Working knowledge of English, French or Spanish and limited knowledge of one of the other two or Russian, Arabic or Chinese

Competencies

- Results Focus
- Leading, Engaging and Empowering Others
- Communication
- Partnering and Advocating
- Strategic Thinking

Technical/Functional Skills

- Familiarity with the UN System is required
- Strong consultation/communication and networking skills to coordinate and collaborate with senior UN Agency staff; strong consensus building skills to align stakeholders with diverse agenda and objectives
- Extent and relevance of experience in international nutrition, nutrition policy and programmes and related subjects
- Extent and relevance of experience in quantitative analysis (e.g., epidemiology, policy analysis) in relation to nutrition, public health and food security
- Demonstrated ability and initiative to coordinate UN interagency activities
- Strong analytical and writing skills
- Extent and relevance of experience in liaising with UN organizations, international NGOs, and bilateral CSOs, intergovernmental bodies
- Familiarity with current and emerging problems in international nutrition
- PhD in International Nutrition or Human Nutrition or Public Nutrition from a recognized university is desirable

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://www.un.org/Depts/OHRM/salaries_allowances/salaries.htm

HOW TO APPLY

To apply, visit the iRecruitment website at <http://www.fao.org/employment/irecruitment-access/en/> and complete your online profile. Only applications received through iRecruitment will be considered.

Candidates are requested to attach a letter of motivation to the online profile.

Vacancies will be removed from iRecruitment at 23:59 Central European Time (CET) on the deadline for applications date. We encourage applicants to submit the application well before the deadline date.

If you need help, or have queries, please contact: iRecruitment@fao.org

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