



Issued on: 4 February 2016  
Deadline For Application: 25 February 2016

POSITION TITLE:	Programme Officer	GRADE LEVEL:	P-3
ORGANIZATIONAL DIVISION/BRANCH:	Agricultural Economics Division (ESA)	DUTY STATION:	Rome, Italy
DEPARTMENT/OFFICE:	Economic and Social Development Department (ES)	POST NUMBER:	unidentified
		CCOG CODE:	1A11

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

**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 Agricultural Development Economics Division (ESA) conducts economic research and policy analysis related to all five of the Organization's strategic objectives (food security, sustainable agriculture, poverty reduction, inclusive food systems and resilient livelihoods); ESA provides evidence-based analytical support to national, regional and global policy processes and initiatives related to food security and sustainable agriculture; and leads the production of the FAO flagship publication The State of Food and Agriculture. ESA also leads large programmes at country level on agricultural policy monitoring, climate smart agriculture, agribusiness development and food security information and analysis in support of national policies. The post is located in the Economics and Policy Innovations for Climate-Smart Agriculture (EPIC) team in ESA and will contribute to the project "Integrating Agriculture in National Adaptation Plans (NAPs)", operated jointly with UNDP.

## Reporting lines

The Programme Officer reports to the Senior Environmental Economist (ESA) and works under overall supervision of the Project Coordinator (ESA) and the Natural Resources Officer (Climate Change) (NRC). The Programme Officer will work closely with the Climate, Energy and Tenure Division (NRC), the Agricultural Development Economics Division (ESA), and other concerned staff/Divisions.

## Technical Focus

Climate change, Food Security, Operations, Resource Mobilization, Donor Relations, capacity development and programming support.

## Key Results

Comprehensive project management and technical services to support the planning, development, formulation and implementation of climate change and food security programmes, projects, products and services, in accordance with FAO Strategic Objectives.

## Key Functions

- Coordinate the establishment and implementation of an effective project operations and budget monitoring system;
- Support the coordination of the activities conceptualized in the project documents, including work plan and budget, working closely with national project coordinators;
- Coordinate the project administration and finance and prepare related reports;
- Liaise with FAO technical units, country offices and partners;
- Assist with the development of an integrated approach for climate-smart agriculture and climate change adaptation and increased coordination of activities in partner countries;
- Provide technical assistance to the preparation of outputs produced on climate change adaptation, climate-smart agriculture and policy guidance;
- Provide guidance in all aspects of work planning, implementation, monitoring and evaluation, timely provision of project inputs, and delivery of outputs;
- Contribute to the formulation of project proposals according to FAO's procedures under different funding arrangements;
- Provide technical inputs and organize activities including research, capacity development, technical backstopping and outreach;
- Support the knowledge management of the project, share lessons learnt and good practices and outreach to main stakeholders;
- Perform other related duties as required.

# CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

## Minimum Requirements

- Advanced university degree in business administration, development studies, social sciences or a closely related fields
- Five years of relevant experience in food security and climate change adaptation, including a minimum of two years of relevant experience in project management and coordination of complex projects at HQ or in the field
- Working knowledge of English and limited knowledge of French or Spanish

## 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 and relevance of experience in project coordination, results-based management, work and budget planning, especially of food security and climate change related programmes
- Extent of experience in food security, climate change and climate-smart agriculture programmes in developing countries
- Demonstrated experience and knowledge of FAO administrative processes and procedures in relation to procurement of services
- Extent of experience in designing guidance and capacity development activities in developing countries on climate change and agriculture
- Extent and relevance of knowledge and understanding of the UNFCCC and related bodies/mechanisms, in particular with regards to adaptation and National Adaptation Plans (NAPs)
- Extent of experience in conveying complex technical issues to broad public
- Knowledge of FAO's Field Project Monitoring and Information System (FPMIS)/iMIS would be an asset
- Experience in working for international organizations, UN and NGOs would be considered a strong asset

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## 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 recognized 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 two years
- Candidates may be requested to provide performance assessments and references.

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## 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/salary.htm](http://www.un.org/Depts/OHRM/salaries_allowances/salary.htm)

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## 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](mailto:iRecruitment@fao.org)

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