



Food and Agriculture Organization of the United Nations

Professional Vacancy Announcement No: IRC3346

Issued on: **6 May 2016**

Deadline For Application: **20 May 2016**

Position Title:	PROGRAMME OFFICER	Grade Level:	P-4.
		Duty Station:	DS,YEMEN,SANA'A
Organizational Unit:	FNYAR	Duration *:	Fixed term, non continuing > 1 year
		Post Number:	
		CCOG Code:	1A02

* 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

Through its Country Offices, or FAO Representations, FAO assists governments to develop policies, programmes and projects to address hunger and malnutrition, and provides technical support for the sustainable development of their agricultural, fisheries and forestry sectors and to respond to crises. The activities of the FAO Country Offices include design and implementation of country-tailored field programmes, liaison with local donor representatives, and active public awareness-raising and outreach activities related to FAO initiatives such as the World Food Day.

The position is located in the FAO Representation in Yemen.

Reporting Lines

The Programme Officer reports to the FAO Representative (FAOR) in Yemen under the technical supervision of the Deputy FAO Representative, and in close coordination with the operational and technical officers at the Regional Office for the Near East and North Africa (RNE) and relevant FAO Headquarters Technical Units.

Technical Focus

Provide oversight and support in the implementation of the overall programme in Yemen

Key Results

Comprehensive technical and policy expertise to support the planning, implementation and monitoring of corporate programmes and projects.

Key Functions

- manages day-to-day operational matters relating to project/programme implementation; and ensures relevant Technical Focal Points are involved in all stages of project and programme development and implementation;
- reviews and analyses requests for assistance to the agricultural and food security sector and prepares and/or assesses project proposals for financial support to donors and aid programmes of the UN system, with respect to operational issues and preparation of budgets;
- provides operational support to interagency assessment field missions;
- coordinates needs assessment activities and missions, in-country early warning alerts and further coordination with all partners, conducts food and nutrition security assessments and analysis;
- contributes to negotiations of funding agreements and project proposals with governments, international organizations, private sector and civil society partners; maintains effective working relationships with key stakeholders throughout the project cycle, including to support implementation;
- develops and updates the supporting approaches, methodologies, tools, systems/databases, policies and/or standards to support programme delivery and specific objectives, focusing on (i) humanitarian policy, interagency collaboration and mobilization of emergency resources; (ii) response, food chain crisis, special operations, Level-3 emergency preparedness, early warning and support to transition; and/or (iii) programming to integrate resilience into FAO planning at all levels;
- develops strategic programme documents, appeals, project profiles, position papers, proposals and/or policy briefs to support humanitarian policy development, coordination and liaison with international partners such as the Inter-Agency Standing Committee, WFP, OCHA, UNHCR, UNICEF, NGOs and other humanitarian groups involved in emergency and recovery activities; and assists in preparing fully-fledged project documents,

- ensuring linkages with the Country Programming Framework, Regional Initiatives, FAO Strategic Objectives and, as relevant, Cluster/Sector priorities;
- provides operational support to ongoing emergency and recovery projects and programmes and related capacity development supported with Standard Operating Procedures, surge mechanisms and Level-3 capable response systems;
- prepares and implements a Monitoring and Evaluation plan to ensure project monitoring, achievement of project objectives and impact in line with the implementation arrangements and obligations of the approved projects; and
- performs other related duties as required.

CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- Advanced University degree in business administration, economics, management, international relations, relevant social or natural sciences or other related discipline;
- Seven years of relevant experience in programme management, planning and technical cooperation in food and agriculture, including experience in developing countries, especially in countries that are vulnerable to disaster or other emergency risks;
- Working knowledge of English and limited knowledge of another FAO language (Arabic, Chinese, French, Spanish or 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 and relevance of experience with Project Cycle Guidelines, fundraising, coordination with technical and financing institutions, UN interagency cooperation and UN-NGO collaboration;
- Extent and relevance of experience with the UN system and humanitarian principles is considered a strong asset;
- Limited knowledge of Arabic would be an advantage;
- Extent and relevance of experience in agriculture emergency project formulation, budget allocation, project implementation and evaluation in an emergency context.

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/salary.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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