



Food and Agriculture Organization of the United Nations

Professional Vacancy Announcement No: IRC3499

Issued on: 22 September 2016
Deadline For Application: 20 October 2016

Position Title:	Senior Programme Officer (Programme and Operations)	Grade Level: P-5.
Organizational Unit:	FAO Representation in Afghanistan	Duty Station: Kabul, Afghanistan
		Duration *: Fixed term, 1 year (with possibility of extension)
		Post Number: 2004094
		CCOG Code: 1.A02

* 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 main aim of the FAO country offices, which are headed by an FAO Representative, is to assist governments to develop policies, programmes and projects to achieve food security and to reduce hunger and malnutrition, to help develop the agricultural, fisheries and forestry sectors, and to use their environmental and natural resources in a sustainable manner.

Reporting Lines

The Senior Programme Officer (Programme and Operations) reports to the FAO Representative in Afghanistan (FAOR), and receives with functional support and guidance from the Senior Field Programme Officer (RAP) and the Programme Officer (FAOR Network, Regional Office for Asia and the Pacific, RAP) and works in close collaboration with the relevant technical units in FAO RAP and at headquarters, the relevant Government Institutions, UN Agencies and other development partners.

Technical Focus

Programme and Operations Sector Development, support the FAOR with particular focus on programme development, resource mobilization and programme implementation.

Key Results

Leadership and technical policy expertise for the planning, development and implementation of FAOR's Programmes of work, projects, products, services.

Key Functions

- Plans, manages or leads highly-specialised or multi-disciplinary teams of assigned programmes/projects;
- Leads the preparation and/or review of Country Programming Framework (CPF) and its operationalization and work plans and the supporting budgets/and/or resourcing strategies;
- Coordinates programme/project formulation activities;
- Leads resource mobilization activities; i establishes partnerships to explore funding opportunities, leads negotiations of funding agreements and project relationships with key stakeholders throughout the project cycle, including to support implementation, facilitates monitoring and compliance issues and ensure submission of report,
- 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.;
- Leads and /or collaborates in, provides technical backstopping to and ensures the quality/effectiveness of capacity development and knowledge sharing activities within the country such as policy support, organizational development and individual learning events, including preparation of related information, learning, on-line tools
- Monitors programme/project activities in the country.

Specific Functions

- Coordinates the identification of policy implications and monitors relevant policy environment issues for the implementation of FAO's agricultural disaster-preparedness, response, transition and development strategies;
- Leads national policy dialogue and aid coordination mechanisms on food security, agriculture and rural development matters through preparation of and participation in relevant Technical Working Groups and other meetings;

- Lead programme-related activities within UNDAF and other forms of joint strategy development, programming and prioritization and assesses the progress made in achieving the outputs and outcomes;
- Leads and facilitates the overall development and implementation of the FAO country field programme, ensuring alignment with the country development priorities, the UNDAF and FAO's Strategic Framework in consultation with development partners and recipients;
- Leads the preparation of annual reports and relevant documentation;
- Advocates the interests of the agricultural sector ensuring that it is accorded due priority on the agenda of the host government, donors and other development partners;
- Coordinates activities related to budget funding (programme/project preparation and submissions, progress reports, financial
- Provides advice to project formulators and budget holders of FAO funded projects during formulation and implementation;
- Monitors key deliverables, project results and main targets to ensure timely result based deliverables of FAO projects and programme in the country.

CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- Advanced university degree in an area related to the activities of the Organization, i.e. agriculture, forestry, fishery, science, public administration, political science or closely related field.
- Ten years of relevant experience in project or programme management, including planning and both at national and international level
- Working knowledge (Level C) of English.

Competencies

- Results Focus
- Leading, Engaging and Empowering
- Communication
- Partnering and Advocating
- Knowledge Sharing and Continuous Improvement
- Strategic Thinking

Technical/Functional Skills

- Work experience in more than one location or area of work, particularly in field positions is essential;
- Extent and relevance of experience in the field of developing and managing country field programme from design to delivery (programme/project identification formulation, analysis, planning, implementation and monitoring and evaluation);
- Extent and relevance of experience in the management of technical cooperation projects and programmes, including the management of emergency, recovery and rehabilitation related programmes;
- Proven track record in resource mobilization;
- Extent of experience in and ability to negotiate with senior officials in national governments, inter-governmental organizations and other institutions and in designing collaborative networks and joint programmes;
- Familiarity with the UN system wide policies and processes applying to decentralized locations is desirable;
- Limited knowledge another FAO languages 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.
- 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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