



## Food and Agriculture Organization of the United Nations

### Professional Vacancy Announcement No: IRC3559

Issued on: 19 September 2016

Deadline For Application: 3 October 2016

<b>Position Title:</b>	Programme Officer (Strategic Planning And Resource Mobilization)	<b>Grade Level:</b> P-4
<b>Organizational Unit:</b>	FAO Representation in Somalia, FRSOM	<b>Duty Station:</b> Nairobi, Kenya
		<b>Duration *:</b> Fixed term: one year with possibility of extension
		<b>Post Number:</b> <b>CCOG Code:</b> 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

Through its country offices or its Representative in line with FAO global strategy, FAO country offices assists governments to develop policies, programmes and projects to address hunger and malnutrition and provides technical support for the sustainable development of their agricultural, livestock, fishery and forestry sectors. The activities carried out by the FAO Country Offices include the design and implementation of country tailored field programmes, liaison with local donor representatives and active public awareness-raising as well as other outreach activities related to FAO initiatives.

The Programme Officer will be the lead in the formulation of in country strategic planning in line with FAO mandate to guide development activities and resource partner outreach for the FAO Somalia Programme, under the direct supervision of the FAO Representative for Somalia, working closely with FAO Somalia sector heads, Programme Management, Somalia sub-offices and relevant divisions at regional, sub-regional and headquarters levels. For all resource mobilization and grant negotiation activities the Programme Officer will coordinate closely with the South-South Cooperation and Resource Mobilization Division (TCS) to ensure coordinated outreach. The Programme Officer will support the exchange of development solutions, management and networks, mobilization of upstream policy support, and fostering an enabling environment for the implementation of strategic initiatives

The Programme Office is also responsible for providing policy setting, guidance and support to units responsible for operating projects

The post is located in Nairobi, Kenya

#### Reporting Lines

The Programme Officer (Strategic Planning and Resource Mobilisation) will report to the FAO Representative, in close consultation with the South-South Cooperation and Resource Mobilization Division (TCS) and the RAF Resource Mobilization focal point.

#### Technical Focus

Strategic planning, Resource Mobilization, Donor Relations, Grant negotiation, capacity development and programming support.

#### Key Results

Lead in country strategic formulation in support of resource mobilization and donor management to match Somalia national priorities. Provides guidance and support to units responsible for operating projects.

#### Key Functions

- Advises on and develops in country strategic thinking and related plans as lead of the unit.
- Leads the development of successful, results-based strategies and plans;
- Prepares key documents, including FAO Somalia's Country Programming Framework revision, emergency response plans and FAO's contribution to wider UN and Government-led strategies and plans;
- Reviews and clears Project Documents for consistency with FAO's vision and strategic thinking;
- Initiates contact with potential partners to explore funding opportunities, in close cooperation with TCS leads 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
- Facilitates and/or steers strategic planning processes, centered on inclusiveness, unity of purpose, results-based accountability and building alignment internally and with external partners, particularly government and resource partners;

- Supports national priority setting exercises in Somalia with government counterparts at regional and federal levels;
- Researches and analyzes donor strategies, identifying entry points for FAO Somalia;
- Leads donor outreach efforts, through proactive communication on the analysis, needs and priorities underpinning the FAO Somalia Programme, with focus on results, value for money, lessons learned and FAO's comparative advantage;
- Oversees the formulation of strategic information products, distilling key information and messages on the FAO Somalia Programme for internal and external use;
- Performs other duties as required.

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## CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

### Minimum Requirements

*Candidates should meet the following:*

- Advanced university degree in international development, development economics, international law, business administration, agriculture, agricultural economics, or another field relevant to the work of the Organization
- Seven years of relevant experience in programme planning/design, facilitation, strategic communication and/or donor outreach
- Working knowledge of English and limited knowledge of Arabic, Chinese, French, Russian or Spanish

### Competencies

- Results Focused
- 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 programme planning/design, facilitation, strategic communication and/or donor outreach
- Extent and relevance of experience in working with international organizations, government authorities, NGOs and other partners

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Please note that all candidates should adhere to *FAO Values of Commitment to FAO, Respect for All and Integrity and Transparency*.

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### 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

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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)

**FAO IS A NON-SMOKING ENVIRONMENT**