



**Food and Agriculture Organization
of the United Nations**

CALL FOR EXPRESSIONS OF INTEREST

Emergency Response Roster: Emergency Response Manager

Vacancy No. IRC3780

Duty station: various

Deadline for Applications: 28 February 2017

Job purpose

Under the direct supervision of the FAO Representative/Designated Responsible Official, the Emergency Response Manager (ERM) will lead the Emergency Response Team; he/she will be responsible for the development and day-to-day management of FAO's Emergency Response activities.

FAO's Mission and FAO in Emergencies

The Food and Agriculture Organization of the United Nations (FAO) is committed to achieving food security for all by making sure people have regular access to enough high-quality food to lead active, healthy lives.

Within the framework of its Strategic Objective on resilience ("Increase the resilience of livelihoods to threats and crises"), FAO provides support to vulnerable countries, communities, households and individuals to anticipate, absorb, accommodate or recover and adapt from disasters and crises in a timely, efficient, sustainable and gender responsive manner.

As part of the resilience work, FAO plays a critical role in preparing for and responding to emergency needs arising from both slow and sudden onset natural disasters, food chain crises, socio-economic crises, nuclear emergencies, violent conflicts, and protracted crises that threaten the agricultural livelihoods (crops, livestock, fisheries and forestry), food and nutrition security. FAO's work in emergencies focuses on reducing people's vulnerability to hazards before, during and after disasters through risk assessment, risk reduction, preparedness, coordination, emergency response and rehabilitation.

Learn more about the Organization's work in emergencies by visiting our website at <http://www.fao.org/emergencies>.

Key Functions and responsibilities

The Emergency Response Manager will:

- Lead and coordinate the work of the Emergency Response Team, establish country and operational objectives and monitor progress through regular planning meetings and the development, updating, and disseminating of the action plan; ensure that corrective measures are timely implemented based on monitoring results;
- Ensure FAO's active participation in all humanitarian coordination mechanisms (including clusters and/or sectors), with local government authorities, other UN agencies, donors and other partners;
- Develop an initial emergency response strategy and lead the programming process from needs assessments through programme development and implementation, while including FAO components of appeals, strategy documents, and project proposals;
- Ensure FAO's participation in joint needs assessments and (co-)leadership of sector-specific assessments, that the specific needs of vulnerable groups (socio-economic, gender, age and health status) are addressed, and that commitments on accountability to affected populations are met;
- Develop an initial emergency operations plan and oversee the implementation of all operational activities, to include those managed at country level and those at Regional Office and/or at headquarters;
- Coordinate the development of FAO's contribution to inter-agency Humanitarian Response Plans (HRPs) and Flash Appeals and the preparation of project profiles and full-fledged project documents for donor funding
- Act as budget holder for all relevant Emergency Response projects and monitor the financial execution and accounting of projects;

- Ensure that the required technical assistance from the Technical Focal Point Network is made available to the Emergency Response Team and FAO implementing partners;
- Ensure the development of an advocacy and outreach plan, including key messages, communication material such as Executive and ad-hoc Briefs, Situation Reports, and the authorization of information to external communication sources;
- Establish and maintain regular contacts with donors, and ensure the provision of updated information on FAO assessments, response plans, and activities;
- Ensure all possible steps are taken to protect the safety and wellbeing of FAO personnel responding to the emergency (in accordance with FAO and UN system safety and security protocols);
- Manage the demobilization of the Emergency Response Team and transition from the temporary emergency response structure to country-led programming;
- Perform other related duties as required.

Emergency Response Competency Indicators

All emergency response personnel are expected to exhibit the following emergency competencies:

Values:

- commitment to FAO emergency preparedness and response;
- respect affected populations by recognizing their culture, customs, rights, aspirations and fundamental dignity and accounting for their needs and capacities in developing and managing emergency response activities;
- respect and promote integrity and transparency;
- adhere to the humanitarian principles of humanity, neutrality, operational independence and impartiality.

Core Competencies:

- maintain a results focus on the timely delivery of emergency response programme objectives;
- ensure inclusiveness and open communication when working with team members, partners and affected populations;
- promote a culture of information sharing and learning for continuous improvement with team members, partners and stakeholders;
- shared responsibility and demonstrated responsiveness to challenges faced by the team or any member of the team;
- actively engage with partners and promote collaboration while upholding and reinforcing the scope of the humanitarian mission and UN principles;
- demonstrate flexibility and resilience in changing and challenging emergency context;
- take responsibility for own actions and well-being;
- work effectively in a chaotic and unpredictable environment with limited amenities and support systems;
- make decisions under pressure and in the absence of complete information and instruction.

Candidates should meet the following requirements:

Minimum Requirements

- University degree in a discipline relevant to the mandate of the Organization;
- Minimum of 5 years of proven knowledge and experience in emergency response management at the country and/or international level, particularly related to agriculture, food and nutrition security and/or food safety;
- Working knowledge of English. Limited knowledge of Arabic, Chinese, French, Russian or Spanish, according to the country of assignment.

Your application will be considered only if supported by the following documentation:

- A copy of your Basic and Advanced Security in the Field certificates (mandatory, this course is available at the following link: <https://training.dss.un.org/courses/login/index.php>)
- A copy of your passport (mandatory)
- A copy of your UNLP (only if available)
- A copy of the SSAFE certificate (only if available)
- A copy of Project Budget Holders certification (only if available)

**Note that it is the sole responsibility of the incumbent to obtain required medical clearance(s) prior to any appointment.*

Technical/Functional Skills

All emergency response personnel should have the following:

- Excellent organizational skills;
- Good written communication skills, including in emergency settings;
- Demonstrated ability to analyze problems, make appropriate recommendations, and effective decisions, including in emergency settings;
- Strong foundation in programme formulation, planning, implementation, management and evaluation.

Additional Information

FAO seeks gender, geographical and linguistic diversity in its staff and international consultants in order to best serve FAO Members in all regions.

All candidates should adhere to FAO values of Commitment to FAO, Respect for All and Integrity and Transparency.

How to apply

All applications are to be made through FAO's [iRecruitment](#) system. Click on the link below to access [iRecruitment](#), complete your online profile and apply for this Call for Expression of Interest.

<http://www.fao.org/employment/iemployment-access/en/>

In order for your application to be properly evaluated, please ensure that all sections of your iRecruitment account are completed. Incomplete applications will not be evaluated.

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