



Issued on: 20 June 2017

Deadline For Application: 4 July 2017

JOB TITLE: Consultant (National Programme Expert)

TYPE OF CONTRACT: Consultant

DUTY STATION: Bridgetown, Barbados

ORGANIZATIONAL UNIT: SUB REGIONAL OFFICE FOR THE CARIBBEAN

DURATION: 6 months

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

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.

Organizational Setting

FAO's Sub Regional Office for the Caribbean is responsible for developing, promoting, overseeing and implementing agreed strategies for addressing sub regional food, agriculture and rural development priorities. It develops and maintains relations with subregion-wide institutions including Regional Economic Integration Organizations (REIOs). **It assists the FAO Representations (FAORs) in the subregion with addressing subregional food security, agriculture and rural development issues at country level.** The Subregional Office is a subsidiary of FAO's Regional Office for Latin America and the Caribbean.

The consultancy will be carried out in the Sub Regional Office for the Caribbean in Bridgetown, Barbados.

Reporting Lines

The consultant will report to the Sub-Regional Coordinator and FAO Representative in Barbados.

Technical Focus

Programme development, coordination and operational assistance based on the knowledge of the local conditions, culture, language and institutions of the country of assignment.

Tasks and responsibilities

Under the direct supervision of the Sub-Regional Coordinator on his/her role of FAO Representative (FAOR), and in close coordination of the Administrative Officer and Field Monitoring and support Officer the National Programme Consultant will be in charge for the coordination of the technical and operational support of the programme and project activities of the FAO Representation in Barbados and OECS (Antigua and Barbuda, Barbados, Commonwealth of Dominica, Grenada, St. Lucia, St. Kitts and Nevis and St. Vincent and the Grenadines) in the areas of agriculture, forestry, fisheries, nutrition and rural development ensuring the implementation of the FAO Framework through the Strategic Objectives and Regional Initiatives. Specifically, the consultant will perform the following duties:

- Assists in the identification, formulation and preparation of programme and project proposals, and monitor and review the status of programme/project implementation for the seven countries under the Barbados Representation; the country programmes include TCP projects, TCP Facility projects, Trust Fund projects, projects and Regular Programme activities/projects;
- Provides support to the Budget Holder in the management of all projects falling under the responsibility of the Sub-Regional Coordinator; specifically in the following matters:
 - Ensure that project activities are implemented in support of an approved, results-based work plan;
 - Provide operational guidance and support to technical units and project personnel, identifying and managing risks in consultation with the relevant expert units;
 - Review operational feasibility of project proposals and oversee operational clearance;
- Assists the FAOR/SRC in liaising and cooperating with Government authorities and with local, national and international institutions in the areas of FAO's activities in the countries under the Barbados Representation. In this regard, the Assistant FAOR (programme) would represent the FAOR/SRC at meetings and other consultations;
- Represents the FAOR/SRC in liaising with the other UN Agencies with respect to the preparation and implementation of the UNDAF and joint UN projects and to participating in UN Theme Groups, the UN Disaster Donor Group, UN Sub-Regional Team Retreats and UN Heads of Agency meetings;
- Participates in the formulation and updating of the Country Programming Framework (CPF) producing technical, economic and policy studies as required and developing country level development frameworks.
- Monitors changes in the national policies affecting the agricultural sector as well as monitor development in the agricultural sector for the countries under the Barbados Representation;

- Represents the organization and the FAOR/SRC on several regional initiatives, including the CDEMA Comprehensive Disaster Management Programme and the Regional Biotechnology/Bio-safety committee of the CARICOM Secretariat;
- Participates in all resource mobilization initiatives of the Sub-Regional Office in the Caribbean;
- Promotes the image of the FAO through advocacy on the organization's mandate, programmes and activities through information sharing, involvement of the press/media, participation in national events (exhibitions, WFD) and the development of a knowledge Centre at the Sub-Regional office;
- Assists the FAOR in the development and operation of the National Correspondent Scheme in the Sub-Region through liaising with governments, recruitment, evaluation and monitoring of country activities;
- Prepares reports to facilitate the participation of FAO in the annual meetings of OECS and CARICOM;
- Provides support to FAO's normative programme through the collection of information and statistics from countries under the Representation;
- Participates in the implementation of the EPA of the Organization at the Sub-regional level through the identification of Strategic Objectives and Unit Results for SLC, and through support to Administration in the budgeting process;
- Performs any other duties as required.

CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- Advanced university degree in agriculture, agricultural economics, forestry, fisheries or any other field related to the work of the Organization
- Two to four years of relevant experience in agricultural development and/or project implementation in an area of FAO's activities in the country
- Working knowledge of English and limited knowledge of French or Spanish
- National and International applications are accepted.

Competencies

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement

Technical/Functional Skills

- Extent and relevance of experience in programme/project development and management
- Demonstrated understanding of the purpose and functions of the technical programme, operational guidelines and project/programme management procedures, preferably those adopted by the United Nations or FAO
- Extent and relevance of experience in the field of policy analysis relating to food and nutrition security, agriculture and rural development
- Extent and relevance of experience in the collection of country data on food, crops, livestock, forestry and fisheries
- Extent and relevance of experience in the identification, formulation and preparation of programme and project proposals as well as programme/project implementation, monitoring and review

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

ADDITIONAL INFORMATION

- All applications will be reviewed and qualified applicants will be contacted for interviews.
 - FAO does not charge a fee at any stage of the recruitment process (application, interview meeting, processing).
 - Incomplete applications will not be considered. If you need help, or have queries, please contact: iRecruitment@fao.org
 - Applications received after the closing date will not be accepted.
 - Only language proficiency certificates from UN accredited external providers and/or FAO language official examinations (LPE, ILE, LRT) will be accepted as proof of the level of knowledge of languages indicated in the online applications.
 - For other issues, visit the FAO employment website: <http://www.fao.org/employment/home/en/>
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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

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